THE

CIVIL SERVICE REGULATIONS

RELATING TO

SALARY, LEAVE, PENSION AND TRAVELLING ALLOWANCE

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GOVERNMENT OF INDIA
FINANCE DEPARTMENT

THE

CIVIL SERVICE REGULATIONS

RELATING TO

SALARY, LEAVE, PENSION AND TRAVELLING ALLOWANCE



Fifth Edition, corrected up to 1st April 1910

CALCUTTA
SUPERINTENDENT GOVERNMENT PRINTING, INDIA
1910

Price [illegible]

GENERAL ARRANGEMENT.

GENERAL ARRANGEMENT.

PRELIMINARY—

Part I.—Preliminary.

GENERAL CONDITIONS—

Part II.—Rules regarding Pay and Allowances.
Part III.—Leave Rules.
Part IV.—Ordinary Pensions.
Part V.—Rules applicable to Special Departments or Special Officers.
Part VI.—Wound and other Extraordinary Pensions.
Part VII.—Foreign Service and Service under Local Funds.

PROCEDURE—

Part VIII.—Record of Service.
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TRAVELLING ALLOWANCES—

Part XI.—Regulations relating to Travelling Allowances.

APPENDICES AND FORMS—

Part XII.—Appendices.
Part XIII.—Forms.

CALCUTTA.

FINANCE DEPARTMENT.

Dated the 1st April 1910.

The Fifth Edition of the Civil Service Regulations now published supersedes the Fourth Edition which should no longer be quoted. The numbering of the Articles and of the Appendices has been maintained.

2. Certain Articles and entries in various Appendices which were clearly obsolete have been removed from the Edition now published; also some Articles and Appendices referring only to matters of interest to particular Provinces have been removed from the Civil Service Regulations and embodied in the manuals of Civil Account Officers of the Provinces concerned.

3. In the course of revision the following omissions, modifications and additions of general application have been made.

Articles which have been cancelled.—200; 524; 542; 914(*b*), *Note*; 1043; 1146; 1150–1157.

Articles which have been modified.—8 (iii); 33; 64; 83; 85; 199; 267, *Rule 1*; 314 (*b*); 442 (*c*); 466; 475; 510; 513; 514; 520; 521; 525; 643; 739; 740; *Note* under 753 A; 755; 757; 761; 787; 874; 938; 990; 1004; 1042(*b*); 1076, *Exceptions*; 1083; 1090; 1127; 1133; 1148; 1149.

New Articles.—29 A; 29 B; 78 A; 80, *Note*; 81, *Note 2*; 84 A; 348 A; 403, *Note*; 404, *Note*; 782 A; 782 B.

J S MESTON,

Secretary to the Government of India.

PART I.—PRELIMINARY.

GENERAL ARRANGEMENT.

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PART I.—PRELIMINARY.

Chapter I.—General Scope.

Extent of Application.

Page 1. Article 1.

Insert the following as note to this Article:—

NOTE.—[The pay and allowances (except travelling allowances), pension and leave of officers of the Royal Indian Marine holding shore appointments are governed by the Marine Regulations.]

(5th Edition, No. 202, dated 5 10-11.)

(b) many orders applying to particular appointments or to particular individuals are not included in them; but with this exception the Regulations have been framed so as to embody all orders still in force affecting the acting allowances, the leave and leave allowances, the pensions, and the travelling allowances of officers, the conditions of whose service in respect to these matters are not defined by the Army and Marine Regulations. The omission from the Regulations of any order on those matters which is believed to be still in force should be brought to the notice of the Government of India through the proper channel. Until so confirmed, it should be considered as not in force.

2. The rules which apply to the ordinary Civil establishments of the State apply *also to officers employed under the Military and Marine Departments* and under Local Governments whose service does not qualify under the Army or Marine Regulations. The rules in Part VII apply to all officers in the service of the British Government.

3. The Travelling Allowance Regulations in Part XI apply to Military officers in the Army Secretariat of the Government of India; Chaplains of the Church of Scotland, except when on service with a regiment in the field; and all officers in Civil employ, except those officers of the Royal Indian Marine to whom the Travelling Allowance rules in the Marine Regulations (see Section III, Volume I, Part II) apply.

Except in cases in which it is otherwise provided in the Military Regulations, or *in which it may be otherwise specially sanctioned by the Government* of India, the travelling allowance of clerks in all Military offices is governed by the Regulations in Part XI.

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No. 352.

Page 2. Article 4.

Substitute the following for the words "and to pension........ Government" in lines 7 to 9 of this Article:—

"and to pension

(1) as regards rates, by the rules in force at the time when the officer resigns or is discharged from the service of Government;

(2) as regards qualifying service, by the rules in force at the time the service was rendered.

(5th Edition, No. 352, dated 1st July 1914)

NOTE 1.—[In all contracts for service ... provision is made for the exercise of these rights by the Government of India.]

NOTE 2.—[Extracts from a despatch from the Secretary of State and a Resolution by the Government of India relating to the rights reserved by Government in this Article.—

Despatch from Secretary of State, No. 10, dated 7th October 1880.

"I concur in the sentiment expressed by your Government in this matter. All administrative reforms would be rendered impossible if the Government were fettered by considerations such as those above referred to"

Resolution No. 4863, dated 4th December 1891.

"The Government of India have always been careful to exercise the right of altering rules

tance"]

Chapter II.—Definitions.

5. Unless there be something repugnant in the subject or context, the terms defined in this Chapter are used in the Regulations in the sense here explained

6. Absentee means an officer absent from an appointment on which he has a lien, either on leave or on deputation to another appointment, whether permanent or temporary, or on special duty unconnected with his own appoint.

ment, or on joining time during transfer to another appointment, or under suspension.

7. Accountant-General includes "Comptroller-General and "Comptroller."

8. Active Service includes, besides time spent on duty in India,—

(i) Privilege leave and Subsidiary leave.

(ii) Examination leave under Articles 279 and 280, provided that not more than twelve months of such leave can be so reckoned; and that leave under clauses (a) (ii) and (b) of Article 280 is not reckoned as Active Service, unless the officer passes the examination for which the leave is granted. Leave under Article 281 also counts as Active Service, provided that the officer successfully passes the examination for which the leave is granted.

(iii) Time spent on the voyage to India by an officer, who is recalled to duty before the expiry of any recognised leave out of India, provided his return to duty is compulsory (see Article 199).

No. 349.

Page 3. Article 9.

Insert the following Note under clause (ii) of this Article:—

NOTE.—(This clause applies to Military Officers subject to the Civil Leave Rules.)

(5th Edition, No. 349, dated the 10th June 1914)

...ing ten months spent in Russia in studying the Russian language.

10. In the case of a Military officer subject to the Civil Leave Rules, "Active Service" ...

un

an

An officer of the Staff Corps or of the Indian Medical Service, becomes subject to the Civil Leave Rules from the date of first substantive appointment in the Civil Department, or from the date of completion of three years' continuous officiating service in the Civil Department, whichever may be the earlier.

A continuous service Royal Engineer Officer becomes subject to the Civil ...ment Civil employ if it is subse- ... Indian Service, or from the date ... into permanent Civil employ.

A non-continuous service Royal Engineer Officer becomes subject to the Civil Leave Rules, if he elects these rules, from the date of entry into permanent

Civil employ if it is subsequent to the date on which he completes five years' Indian Service, or from the date of completion of five years' Indian Service if it is subsequent to the entry into permanent Civil employ.

NOTE.—[Article 9, clause (ii), applies to Military officers subject to the Civil Leave Rules.]

11. In the case of Engineers appointed from the Royal Indian Engineering College at Coopers Hill, who passed out of the College from the years 1878 to 1889, both inclusive, Active Service includes also the whole period from date of appointment to the service to date of joining their appointments in India, provided they reached India on or before the 1st of December of the year in which they passed out of College.

12. In the case of officers of the Telegraph Department appointed from the Royal Indian Engineering College at Coopers Hill, from the years 1883 to 1891, both inclusive, Active Service includes also the whole period from date of appointment to the service to date of joining their appointments in India, provided they reached India within the period named in their letter of appointment; otherwise from date of arrival in India.

13 Actual Travelling Expenses when used in Part XI, means the actual cost of locomotion for an officer himself, his servants, and personal luggage, including charges for ferry and other tolls, and for carriage of camp equipment (when necessary); but not including charges for hotels, dâk bungalows, or refreshments, or for the carriage of stores or conveyances, or for presents to coachmen, nor any allowance for such incidental losses or expenses as the breakage of crockery, the wear and tear of furniture, the entertainment of additional servants and the like.

14. Age.—When an officer is required to retire, revert, or cease to be on leave, on attaining a specified age, the day on which he attains that age is reckoned as a non-working day, and the officer must retire, revert, or cease to be on leave (as the case may be) with effect from and including that day. This rule applies to all officers, Civil, Military or Naval.

15. Audit Officer means the Account and Audit Officer, whatever his official designation, in whose circle of audit, a public servant is serving or (in respect to verification of service) has served, *i.e.*,—

For service in an ordinary Civil establishment—the Accountant-General;

" " the Public Works Department—the Examiner of Public Works Accounts;

" " the Post Office Department—the Comptroller, or Deputy Comptroller, Post Office;

" " the Telegraph Department—the Examiner of Telegraph Accounts;

" " the Military and Marine Departments—the Controller of Military Accounts.

" " under the Railway Department—the Examiner of Accounts of the State Railway concerned.

17. Barrister means a practising Barrister of England or Ireland and a practising member of the Faculty of Advocates of the Court of Session of Scotland. It does not include a person who, though a Barrister, has never practised the profession of Barrister.

18 Calendar Month.—The following examples show how a period stated in calendar months should be calculated :—

Examples —A period of six calendar months beginning on the—	ends on the—
28th February	27th August.
31st March or 1st April	30th September.
29th August	28th February.
30th August or 1st September	last day of February.
A period of three calendar months beginning on the—	ends on the—
29th November	28th February.
30th November or 1st December	last day of February.

19. Camp Equipment or Equipage.—"Camp equipment" includes tents and the requisites for pitching and furnishing them or where tents are not carried such articles of camp furniture as it may be necessary in the interests of the public service for an officer to carry with him into camp. "Camp equipage" means the apparatus for moving a camp.

20. Chaplain when used in Part XI, includes any Minister of religion whether in Government service or not, performing under proper authority the duties of a Chaplain.

21. Consolidated pay includes Military pay and allowances or Staff Corps pay which cannot be separately drawn.

22. Continuous Service and Continuous Active Service mean the Service and Active Service of an officer since his last return from Furlough or Extraordinary leave lasting in either case more than three months; or, if he

1. Examination leave under Articles 279 and 280 may also be included, unless the officer

23. Day.—When used in Part XI, the term "Day" means a calendar day beginning and ending at midnight. But an absence from head-quarters which does not exceed 24 hours is reckoned as one day, at whatever hours the period begins and ends.

24. Extraordinary leave means Special Furlough granted under Rule 8 of the Military Furlough Rules of 1875, leave without allowances granted under Article 339 of these Regulations, and leave of absence from duty granted (see Article 332) otherwise than under the Leave Rules.

Example —Leave in extension of the three years admissible under Article 312.

25. Family.—When used in Part XI, "Family" includes the officer's wife, his legitimate children and step children residing with and wholly dependent on him; and also his parents, sisters, and minor brothers if wholly dependent on, and residing with, him. [illegible]

Page 6, Article 27.

Substitute the following for this Article :—

Foreign service is service in which an officer receives his pay with sanction of Government from sources other than the general revenues India; see Article 750.

(5th Edition No. 322, dated 1-8-13)

26. General Revenues for the purposes of [illegible]
Revenues and the Revenues of Mysore so far as regards service rendered in Mysore before the 1st October 1882, by Civil and Military officers who either had a status in the service of the British Government apart from their particular employment in Mysore, or having no such status were employed in Mysore when under British administration, and transferred to British service proper before that date

NOTE —[The service in Mysore of Civil and Military officers as above described, became Foreign Service" on the 1st October 1882]

[illegible]

Appointments in the same Class are sometimes divided into "Grades" according to pay.

NOTE [illegible] they have been so [illegible] ades of Ministerial [illegible] Ministerial officer [illegible])

29A. Heads of Departments.—The term includes—

(*a*) The officers specified in Part I of Appendix 1A.

(*b*) Those specified in Part II of the same Appendix and any others to whom the Local Government concerned may delegate the powers of a Head of a Department under the Resolution by the Government of India in the Finance Department No. 5525-Ex., dated the 19th ovember 1909.

PART I.

29B. **Imperial Branch or Service**.—The term applies—

(1) to those services or branches of services, which are composed of gazetted officers recruited in England, *e.g.*, the Indian Civil Service, Military officers filling gazetted Civil appointments; and the "Imperial" as distinguished from the "Provincial" gazetted ranks of the Public Works Department, Forest, Indian Educational Service, Police, Agricultural, Civil Veterinary Departments;

(2) to such appointments as are specially declared by the Government of India to be "Imperial" appointments.

30. **Indian Civil Service** means the service formerly known as the Covenanted Civil Service.

[illegible]

as the tenure of the appointment is. An officer may have a lien on an appointment without having actually joined it.

32 (*a*) **Local Allowance** is an allowance not specially declared to be "Pay" or "Salary" given in addition to pay or salary either for duties which do not properly belong to an officer's office, or in consideration of exceptional local circumstances, such as the unhealthiness or expensiveness of the locality or duty, or the specially arduous nature of the work.

(*b*) Subject to the provisions of Articles 62 and 267 to 270, a Loca allowance is paid in full to the officer actually present on duty, and is not taken into account in calculating leave allowances or pension.

33. **Local Fund**.—The expression "Local Fund" denotes:—

(1) Revenue administered by bodies which by law or rule having force of law come under the control of Government whether in regard to the proceedings generally, or to specific matters such as the sanctioning of their budgets, sanction to the creation or filling up of particular appointments, the enactment of leave, pension or similar rules;

(2) the revenues of any body which may be specially notified by the Government of India as such.

34. **Local Government**.—The Governments and Administrations, Departments and officers who, under these regulations, exercise, in full and in part, the powers of a Local Government are specified in Appendix I.

35. (*a*) **Military Officers**.—"A Military officer subject to the Civil Leave Rules" means a Military Commissioned Officer in Permanent Civil employ who is not subject to the Military Furlough Rules of 1868, nor to the British Army Leave Rules.

(*b*) All Military officers in permanent Civil employ, who entered the Staff Corps or the Indian Medical Service after the 31st December 1875, or were

PART I.

Substitute ɩ

2. A Military Of
than three years is considered to be in permanent Civil employ. For the purpose of [illegible] the three years' officiating period the following may be included :—

(a) any period of employment of an officer in Foreign Service if he has been transferred to such foreign service direct from Civil employ;

(b) any period of privilege leave.

Furlough or leave other than privilege leave does not count towards the three years' period, but it does not operate as a break cancelling past officiating service for the purposes of this rule, unless the officer has to revert to Military employ in order to obtain such furlough or leave.

(5th Edition, No. 188, dated 1-9-11.)

(*d*) All Military officers who were in Civil employ on the 30th December 1875, and have been since continuously in such employ, are "subject to the Military Leave Rules," excepting any who may have elected the Rules of 1875, before the 7th December 1877.

(*e*) The term "all Military officers" means both Military officers subject to the Civil Leave Rules, and Military officers subject to the Military Leave Rules.

1. A Military officer in the Army Secretariat of the Government of India, and a Military officer appointed from Military employment to be Private Secretary to a Lieutenant-Governor are not in Civil employ.

2. A Military officer who has officiated in the Civil Department continuously for not less [illegible]

purposes of this rule.

3. A Military officer does not come under the Civil Leave Rules by reason of his being transferred to an appointment in the Civil Department of which the tenure is limited to a definite period. Such officers remain subject to the *Military Leave Rules*, except as regards Privilege leave (see Article 241)

4 When a Military officer subject to the *Civil Leave Rules* is temporarily deputed to the Military Department, but retains a lien on his appointment in the Civil Department, the period of his deputation qualifies for leave under the Civil Leave Rules

5. An officer of the Indian Medical Service who is subject to the Civil Leave Rules becomes subject to the Military Leave Rules on promotion to the rank of Colonel or Surgeon General

36. Ministerial Officer means an officer, whether gazetted or not, whose duties are not of an administrative or executive character, but who is employed as a member of an office establishment.

Examples.—A Registrar, an Accountant or a Clerk is a Ministerial officer. A Tahsildar, a Police Inspector or Constable, or a Teacher in a school is not a Ministerial officer.

37. Native of India means any person born and domiciled within the dominions of His Majesty in India, or within the territories of Indian Princes tributary to, or in alliance with, His Majesty, of parents habitually resident in India, and not established there for temporary purposes only.

No. 22.

Page 10. Article 42.

Insert the words "the First Assistant Port Officer, Rangoon" after "Chittagong" in line 2 of this Article.

(5th Edition, No. 22, dated 1-10-10)

progressive, that is, pay which, subject to the good behaviour of an officer, rises, by periodical increments, from a minimum to a maximum.

NOTE.—[For brevity's sake, a Progressive pay is described by three groups of figures, namely, the minimum, the increment, and the maximum, thus Rs. 100—20—200 means a pay rising from Rs 100 by a yearly increment of Rs 20 to Rs 200.]

44. **Public Conveyance** means a train, steamer, or other conveyance which plies regularly for the conveyance of passengers: the term includes such conveyances as the "express" tongas plying between Simla and Kalka, and palanquins plying in connection with the Pathankot-Dalhousie Dhuli dâk.

45. **Rule of Proportions**—Pension or leave allowances are said to be chargeable according to the "Rule of Proportions," when the charge is debitable to several accounts in the proportions in which, in the case of pension, the aggregate pay drawn by the officer during the whole of his qualifying service has been paid from them; or in the case of leave allowances, the aggregate salary drawn by the officer during the portion of his service immediately preceding the beginning of his leave which is taken into account in calculating the leave granted to him was charged to such several accounts.

46. **Staff Salary** is an allowance to a Military officer in addition to the Military Pay and Allowances or the Staff Corps pay of his rank.

[illegible]

47. **Statutory Civil Servant.**—A Statutory Civil Servant is a Native of India who was appointed under Notification No. 1534 of the Government of India, Home Department, dated the 22nd August 1879, to an office, place or employment referred to in section 6 of 33 Vict., Cap. 3.

48. **Warrant Officer**—A Departmental officer with honorary rank or Warrant Officer includes all Departmental officers with honorary rank and Warrant Officers of all Indian Army Departments to whichever Military furlough rules they may be subject. These officers are:—

(a) Departmental officer with honorary rank—

- (i) Deputy Commissary.
- (ii) Assistant Commissary.
- (iii) Deputy Assistant Commissary.
- (iv) Senior Assistant Surgeon.

Warrant Officer—

- (i) Conductor.
- (ii) Sub-Conductor.
- (iii) Assistant Surgeon of the 1st, 2nd, 3rd or 4th class.

Part II.—RULES REGARDING PAY AND ALLOWANCES.

GENERAL ARRANGEMENT.

(b) thirty years in the case of—

(i) a person appointed to a Judicial office;

(ii) Civil Assistant Surgeons in Burma who held Burma medical scholarships at the Calcutta Medical College;

(iii) Candidates for admission to the Subordinate Civil Service in Burma by competitive examination.

(c) twenty-eight years in the case of—

(i) Civil Assistant Surgeons in the Bengal Presidency and in Burma, who had taken a University Degree, or had passed the First Arts Examination before commencing the study of Medicine;

(ii) Civil Assistant Surgeons in the Bombay Presidency who had passed the previous Examination in Arts before taking the Medical Degree;

(iii) Civil Assistant Surgeons in the Madras Presidency who had passed the First Arts Examination before entering on the course for the Degree of Licentiate in Medicine and Surgery, and those who had gone through the course for the Degree of Bachelor of Medicine before entering the service.

NOTE.— [This Article does not apply to the employment in civil capacities of reservists and pensioners of the Native Army.]

Date of reckoning Allowances.

52. (a) Unless it be otherwise provided by special rule or contract, the salary of an officer begins when he takes charge of the appointment in respect of which it is earned. If the charge is transferred after noon, the transfer does not affect allowances until the next day.

(b) If, however, the substantive appointment of an officer is changed

No. 59.

Page 14. Article 52.

59 *Cancel the rules under clause (b) of this Article and insert the following as clause (c):—*

(c) The Local Government may by general or special order allow a student, stipendiary or otherwise, who is entitled to be appointed to the service of Government on passing through a course of training at a university, college or school, to draw pay from any date following that on which the final qualifying examination passed by him ends, as if he assumed charge of his duties on that date. It may also grant such a student leave for a period not exceedidg five weeks, or in the case of Burma six weeks, from the date from which he is allowed to draw pay and count service.

(5th Edition, No. 59, dated 1-12-10)

seven weeks from the date on which the final examination is passed.

2. Stipendiary students of the Imperial Forest School, Dehra Dun, are allowed to draw from the date they pass their final qualifying examination at that institution, the pay of the grade to which on so passing they are appointed in the Forest Department.

PART II.

Charge of Office.

53. Unless for special recorded reasons (which must be of a public nature) the authority under whose orders the transfer takes place permits or requires it to be made in any particular case elsewhere, or otherwise, the charge of an office must be made over at its head-quarters, both the relieving and the relieved officers being present.

1. Sanction to the delivery of charge away from head-quarters, but within the jurisdic- ... Resi- ... erred ... and ... etc , ... own head-quarters with the relieving officer before the latter enters upon his local duties he may permit the transfer to be made at his own head-quarters

2. The condition imposed by this rule that both the relieving and the relieved officer must be present is not enforced in the case of officers who are permitted to combine vacation with long leave under Article 277, or in the case of District and Sessions or Divisional Judges who come within the provisions of Article 278, or the Judical Commissioner of the North-West Frontier Province In such cases the following procedure has been laid down :—

(a) When vacation is prefixed to leave the outgoing officer will report, before leaving head-quarters, that he makes over charge with effect from the end of the vacation The relieving officer will then take over charge at the end of the vacation in the ordinary way.

When vacation is affixed to leave the officer to be relieved will make over charge in the ordinary way before the vacation, the incoming officer on return at the end of the vacation taking over charge with effect from the beginning of the vacation.

NOTE.—Charge of an office may not, without the previous sanction of the Government of India, be relinquished or resumed by officers visiting Aden on duty preparatory to retirement from the service or while proceeding on or returning from leave.

54. As a general rule, and subject to any special orders to the contrary in particular cases, the head-quarters of an officer on the staff of a Government, as, for instance, a Secretary to a Government, the Surgeon-General with the Government of India, or a clerk in a Government Secretariat, are the head-quarters, for the time being, of the Government to which he is attached.

55. The head-quarters of any other officer are either the station which has been declared to be his head-quarters by the authority which appoints him, or, in the absence of such declaration, the station where the records of his office are kept.

Leaving Jurisdiction.

56 No officer (other than a police officer acting within his legal powers) is entitled to pay or allowances for any time he may spend beyond the limits of his charge without proper authority.

57. A Local Government may authorise any of its officers to proceed on duty to any part of British India, whether within or beyond its own jurisdiction, or to any ... that the ... or partiall ... or establishment which, though paid from Imperial Revenues, is under the administrative control of the Local Government.

PART II.

No. 60.

Page 16. Article 57.

Cancel Rule 2 under this Article.

(5th Edition, No. 60, dated 1-12-10.)

considers suitable.

58. A Controlling Officer (see Article 1159) may allow any officer subordinate to him to proceed on duty to any part of the territories of his Local Government or to a district or Foreign State or Settlement adjoining the jurisdiction of the Controlling Officer and to draw travelling allowance under rule.

59. An Accountant-General may, under the orders of a Local Government, pass pay and allowances (according to rule) to the head of an Administration for any period during which he may be absent from his jurisdiction and to any member of his personal or Secretariat staff. Such an order is, with reference to the Statute 3 and 4 Will. IV, Cap. 85, s. 79, a sufficient authority to the Accountant-General for assuming that the absence is on the known actual service of the Government.

Promotion during Leave.

60. An officer on Long Leave has no claim to substantive promotions. Such promotion may, however, be given, but, except in the case provided for in the Note under Article 585 (*a*), the promotion has effect only from the date on which the officer returns to duty.

If an officer, while absent on Short Leave during which the amount of his leave allowances depends upon the substantive or officiating appointment which he would hold if present on duty, obtains promotion, substantive or officiating, or an increase of pay or acting allowance which involves no change in, or addition to, his duties or responsibilities, the promotion or increase has effect at once.

Personal and Local Allowances.

61. Unless in any case it is specially ordered otherwise, a personal allowance should be reduced by any amount by which the recipient's pay or salary may be increased, and should cease as soon as his pay or salary is increased by an amount equal to his personal allowance.

62. So much of a local allowance as is not paid to a substitute may be drawn by an officer absent from his office through deputation on special duty for a period not exceeding one month. If the absence exceeds a month, an officer is not entitled to draw his local allowance for any part of the absence. This rule applies also to an officer in receipt of presidency allowance at a Presidency town who is absent from the Presidency town on duty connected with his office; but an officer in receipt of house-rent at a Presidency town may, during absence from the Presidency town, whether on other duty or on duty connected with his office, continue to draw his house-rent, provided the term of his absence does not exceed two months, exclusive of the months of

departure and return; if the absence exceeds this term, the house-rent is not admissible for any part of the absence. A claim to house-rent under this Article must be supported by a certificate by the officer that his previous rate of expenditure for a house at the Presidency town continued during his absence.

3 The rule in this Article does not apply to the Presidency allowances drawn by officers and Accountants of the Accounts Branch of the Public Works Department when absent from the Presidency town on inspection duty. In their case Presidency allowance may be drawn irrespective of whether the period of absence is under or over a month.

4. Members of the Persian Section, Indo-European Telegraph Department, who receive house-rent in Persia, may draw their house-rent for periods of absence on deputation from their station not exceeding two months, on furnishing a certificate that they have actually paid full rent during their absence, and a member in receipt of house-rent may, when transferred to another station, draw the rent for one month from date of making over charge of his duties, provided that he pays the rent, and that the officer who succeeds him does not also draw house-rent for the same station in respect of the same period.

Salaries of Natives of India.

63. The salary of a Native of India appointed to an office which has been usually filled by a member of the Indian Civil Service, or of the Staff Corps, or by nomination in England, or otherwise with the specific approval of the Secretary of State, is, in the absence of special orders to the contrary, two-thirds of that assigned to the European.

NOTE 1.—In the case of appointments usually filled by members of the Indian Civil Service, the two-thirds is more accurately described as 64 per cent., thus—

	Rs.
Full salary	100
Deduct four per cent. for annuity—net salary	96
Two-thirds of net salary	64

NOTE 2.—[Any local allowance attached to an appointment of the class referred to in this Article should also be reduced to two-thirds when the appointment is held by a Native of India.]

Advances and their Recovery.

64. (*a*) An advance may be made to any public officer in the Civil Department—

(i) on arrival in India on first appointment, of an amount not exceeding two months' pay less the amount of any advance made in England;

(ii) on return from long leave or special duty out of India, not exceeding two months' pay or Rs. 1,000 whichever is less, in addition to any advance made by the Secretary of State in England.

(*b*) The advance may be drawn under the orders of the Audit Officer from any treasury in India to be specified in such orders.

No. 23.

Page 18. Article 65.

Substitute the following for this Article :—

65 An officer returning from leave out of India may be granted an advance of his leave allowance for the unexpired portion of his leave subject to a maximum of 35 days from the date of embarkation for India.

(5th Edition, No. 23, dated 1-10-10.)

of financial transactions between the Imperial and Indian Governments for the year in which the advance was made.

Transfer on Duty.

67. (*a*) No officer (unless he has been newly appointed to the ser of Government) can begin to draw any pay or allowances at any treasury India, or at the Home treasury of the Government of India, without produci
.320 a last-pay certificate from the treasury where his pay or allowances were la disbursed, or from the Accountant-General within whose jurisdiction this treasury is, or in the case of a Non-gazetted officer from the head of the office in which he was last employed

(*b*) The rules regarding the issue of last-pay certificates in connection with "transfer on duty" are laid down in Appendix 3.

68. A salary or establishment bill on account of an officer, of whatever rank, required to accompany the head-quarters of a Government to a hill station, signed or countersigned by a gazetted officer, is exempted from the operation of the preceding Article.

60 →

Chapter IV.—Additions to Salary and Deputations.

70. The sanction of the Secretary of State is required to any increase which would have the effect of—

(1) raising the pay of an appointment which would ordinarily be held by a gazetted Civil officer recruited in England;

NOTE ... assigned to it in Chapter II of the ... empowered to grant local or ot... vided that his salary is not thereb...

PART II.

(2) raising the salary of an officer or of a sanctioned appointment, not of the class specified in (1), to an amount in excess of Rs. 750 a month, or increasing a salary which is already in excess of that amount.

No. 1.

Page 19. Article 70.

Add the following clause to the list under Note 2 of clause (2) of this Article:—

(*g*) The pension of an officer who is re-employed.

(5th Edition, No. 1, dated 21-6-10.)

NOTE 3.—In the case of single fees, rewards or honoraria, the sanction of the Secretary [illegible]

[illegible] tuitous advice and [illegible] officers of the Public Works Department, and of all Government Medical, Sanitary and Educational officers whenever these can, in the opinion of the Local Government, be given without detriment to the public service. It will rest with the Local Government in each case to decide whether this last condition is fulfilled, and to indicate in each instance to what officer application for advice or assistance should be made. When a Municipality has its own Engineer or Manager, it will probably only desire to consult some superior officer of the Public Works or other Department. In other cases more direct supervision and assistance may be considered desirable, and should be freely given without charge if the Local Government decide that such supervision and assistance can be given without detriment to the public service.

(c) This rule does not, however, affect such officers as Directors of a Railway Company, Members of a Town Council or a Port Trust, Government Director of the Darjeeling Railway, Chairman or Vice-Chairman of the Rangoon Port Trust, who are entitled under any special or local law to receive fees or other remuneration for attendance at meetings of Directors or Commissioners, etc., for the transaction of business.

72. (*a*) An honorarium may be granted to an officer from General Revenues, or from Local Funds when the head of his department certifies that the

work is special and outside the ordinary course of the officer's duties, and that it does not interfere with the discharge of those duties.

(*b*) The powers of sanction of the several authorities in such cases are as follows :—

Up	to Rs.	100,	by the Head of the Department.
"	"	500,	by the Local Government.
"	"	1,000,	by the Government of India.
Above	"	1,000,	the sanction of the Secretary of State is required :

Provided that the limit of sanction when the charge falls on Imperial Funds in the case of a Local Government, shall be Rs. 200 in each case.

(*c*) If it is proposed to grant to any officer for special work of any description a bonus or honorarium which will require the sanction of the Government of India or the Secretary of State, as the case may be, the consent of the Government of India in the Finance Department must be obtained to the payment of a specific sum before the work is begun.

(*d*) Remuneration shall not be given under this rule for superintending an examination rendered compulsory on persons belonging to the public service, or any other examination the conduct of which comes within the ordinary duties of the officer or officers conducting them. But remuneration may be granted to officers superintending an examination of candidates for admission to the public service, or any other examination the conduct of which is declared by the Local Government not to come within the ordinary duties of the officer or officers conducting them. If fees are levied from the candidate appearing at an examination, and the amount of such fees is sufficient to cover the honoraria of the examiners, the reference, required by clause (*b*) to the Government of India or the Secretary of State in certain cases shall not be necessary.

Note.—[A Military officer in Civil employ, or a Civil officer, who may be appointed President of a Committee for the examination of Military officers in Hindustani or Persian shall be entitled to the same fees as are admissible under the Army Regulations to Military officers for the performance of similar duties.]

73. Any servant of Government is eligible to receive without special permission (*a*) the premium awarded for an essay or plan in public competition, or (*b*) any reward offered for the arrest of a criminal or for information or special services in connection with the administration of justice; and also any reward payable in accordance with the provisions of any Act or Regulation or rules framed under such enactments.

74. (*a*) Any officer may receive a fee from a private person or private body, or a public body whose funds are not administered by the Government for work done for it: provided—

(1) he has undertaken the work with the knowledge and sanction in writing of the Head of his Department;

(2) that the Head of the Department certifies that it can be carried out without detriment to his official duties; and

(3) that the acceptance of a fee and the amount of the fee are approved by the authority having under clause (*c*) power to sanction its acceptance.

(*b*) When the work undertaken for a private body is such that it must be done during the time which would otherwise be employed in the service of the Government, the fee should be credited to Government; but the authority having power under clause (*c*) may grant to the officer concerned the whole or such portion of the fee realised as it may deem suitable.

(*c*) The powers of sanction of the several authorities in the case of each fee under clauses (*a*) and (*b*) are as follow :—

Up to Rs. 100, the Head of the Department.

,, Rs 500, the Local Government.

Above Rs. 500, in the case of fees for conducting University examinations, the Local Government and in other cases, the Government of India in the Administrative Department concerned.

NOTE —[This rule applies to educational officers who are allowed to accept fees for private tuition work. The amounts specified above are the limits up to which fees may in such cases be allowed, for a scholastic term or for a long vacation, by the sanctioning authorities concerned]

(*d*) This rule does not apply to medical officers who are allowed to accept fees from private persons for professional attendance, subject only to the orders contained in the Resolution of the Government of India in the Home Department, No. 813, dated 18th December 1888.

(*e*) The Government of Bengal, for reasons which must be recorded, may sanction the acceptance by a pilot or leadsman apprentice of a reward, not exceeding Rs. 500, where special and exceptional services are rendered, whether to the ship of which he is in charge, or to another vessel. But this rule does not authorize a pilot or leadsman apprentice to enter into a bargain or arrangement, stipulating that he shall receive an extra fee in consideration of rendering extra services.

Permanent Appointments.

75. The previous sanction of the Secretary of State is required—

(1) to the creation of any new permanent appointment which would ordinarily be held by a gazetted Civil officer recruited in England ; and

(2) to the creation of a permanent appointment, not of the class specified in (1), of which the salary (as defined in Article 70) exceeds Rs. 500 a month.

If an emergency should arise demanding the immediate creation of such an appointment, it may be made provisionally; but in such case it must be reported to the Secretary of State, no expectation being held out to the individual appointed to it which would warrant a claim for compensation in the event of the appointment not being finally sanctioned.

76. As regards Provincial charges, the limits of authority of Local Governments in respect to permanent appointments are as follows:—

Without the authority of the Government of India—

(i) no appointment may be created with a pay of more than Rs. 250 a month; and no addition may be made to the pay and allowances of any officer if they exceed, or would, after the addition, exceed, Rs. 250 a month;

(ii) no appointment, of which the pay and allowances are more than Rs. 250 a month, may be abolished; and the pay and allowanc

(iii) shed; an or red

(iv) no addition may be made to the pay or allowances of any dual officer, or class of officers, that may lead to increase emoluments of any public servants doing duty in the province whose pay and allowances are not charged unde of the transferred heads of service. The Government of I reserves the right to forbid alterations in rate of pay a allowances which, in its opinion, would produce inconvenien in other provinces.

Temporary Appointments and Deputations.

77. An officer is said to be on deputation when he is detached on special temporary duty for the performance of which there is no permanently or temporarily sanctioned appointment. A temporary appointment is an appointment carrying a definite rate of pay sanctioned for a limited time.

77A. Temporary appointments and deputations may be made under the following rules which are subject to the general condition that any temporary appointment or deputation on a salary exceeding Rs. 50,000 a year requires the previous sanction of the Secretary of State, unless the officer to be appointed or deputed has a lien on an appointment carrying a salary of equal or higher value, fixed by Statute.

78. Temporary appointments and deputations, the cost of which is wholly or partly Provincial, may be sanctioned by Local Governments without reference to the Government of India—

(a) for any specified period, if the salary or salary and deputation allowance do not exceed Rs. 250 a month.

(b) for not more than six months, if the salary or salary and deputation allowance exceed Rs. 250 a month;

In the Public Works Department, temporary appointments on pay not exceeding Rs. 250 a month, the cost of which is Imperial, may be sanctioned by a Local Government.

78A. When a temporary appointment is filled by an officer in the service of Government, its pay should be fixed—

(i) if it is of like character to an existing permanent appointment, at an amount equal to the salary which the officer would draw

PART II.

if he were acting in the corresponding permanent appointment or, *if the appointment is a temporary addition to a graded* scale, the salary which he would draw if acting in the lowest grade of such scale.

(ii) if it is not of like character to an existing appointment, at an amount which does not exceed the pay and deputation allowance which the officer would draw if he were placed on deputation under Article 81.

In the case of temporary appointments on pay not exceeding Rs. 250 a month, these restrictions may be dispensed with at the discretion of the Local Government, provided that no special orders of the Government of India which may be applicable to the case are thereby infringed.

79. Temporary appointments may be sanctioned by the Government of India—

(*a*) for any specified period, if the salary or salary and deputation allowance do not exceed Rs. 500 a month; and

(*b*) for not more than two years, if the salary or salary and deputation allowance exceed Rs. 500 a month.

80. The sanction of the Secretary of State, though not necessarily the previous sanction, is required to any temporary appointment or deputation in which the salary or salary and deputation allowance exceed Rs. 500 a month, and which is expected to last or does last for more than two years

NOTE.—[In the case of temporary appointments or deputations connected with plague the limit of salary (including deputation allowance) in this Article is Rs. 1,000 a month Half-yearly statements of any temporary appointments or deputations which, but for this limit, could not have been sanctioned by the Government of India are sent to the Secretary of State for information.]

81. An officer deputed on special duty may be allowed to draw the pay or salary which he is drawing at the time of his deputation, or which he would have drawn from time to time if he had not been so deputed; provided that an officer who while on deputation, is nominated to an appointment outside the regular line, shall not be admitted to the pay or salary of that appointment until he joins it. If the special duty involves a decided increase of work or responsibility in comparison with the duties of his regular appointment, or requires a change of station, the officer may, in addition, be allowed to draw a deputation allowance which may not, except in special cases and with the special sanction of the Government of India, exceed one-fifth of salary, or Rs. 10 a day, whichever is less.

NOTE 1.—[The following are instances of appointments considered to be outside the regular line for the purposes of this rule:—

Members of the Boards of Revenue and Financial Commissioners.
Judges of High Courts and Chief Courts and Judicial Commissioners.
Heads of Departments including Chief Conservators of Forests, Chief Engineers and the Accountant General, Public Works Department.

[illegible] ement Officers and

[illegible] ment of cost of travelling, and an officer who draws deputation allowance is not thereby debarred from drawing any travelling allowance which would be admissible to him, if the duty on which he is deputed were treated as a new permanent appointment.

PART II.

Private Secretary to a Lieutenant-Governor.

83. Only an officer already in the service of Government can be appointed to be a Private Secretary to a Lieutenant-Governor. The pay and staff pay of a Military officer appointed from Military employ are laid down in the Army Regulations. A Military officer in Civil employ, a member of the Indian Civil Service or other officer appointed to be Private Secretary from Civil employ is, while so employed, entitled to a local allowance of Rs. 350 a month in addition to the salary to which he would, but for his appointment as Private Secretary, be entitled—provided that (1) the officer's total emoluments (including the allowance of Rs. 350) shall in no case exceed Rs. 1,250 a month *plus* exchange compensation allowance; (2) no extra expenditure shall be caused to Government beyond the local allowance of Rs. 350 per mensem and the grade place, substantive or officiating, held by the officer on the establishment to which he is attached shall not be filled up, and (3) no Military officer in Civil employ, or member of the Indian Civil Service may be employed as Private Secretary whose substantive appointment in the regular line is above the grade of a Joint Magistrate or Assistant Commissioner.

Famine Duty.

84. The following allowances in addition to salary are granted to an officer deputed to Famine work in a Presidency or Province other than that in which he is serving, besides the usual travelling allowances both to and from the scene of his labours and while there:—

	Rs a month	
(i) To a Sub-Engineer in the P. W. Dept.	75	Besides the usual sub-divisional allowances permitted by the rules, and cost of one servant's journey to and from the famine districts.
To a Supervisor or an Overseer " "	60	
To a Sub-Overseer " "	25	
(ii) To a Military officer transferred from Regimental or purely Military duty to Famine work whether in or out of his own Presidency or Province—		The travelling allowances of a Military officer are the same as those admissible to a member of the Indian Civil Service
1. If the officer's service is more than five years	300	
2. If the officer's service is not more than five years	200	
(iii) To every other officer	Rs. 5 a day.	Besides the cost of the journeys to and from the famine districts of his servants, and (if tents and horses are carried) the carriage of his tents and horses.

Deputation outside India.

84A. Ordinarily the sanction of the Secretary of State is required to any deputation to, or detention on duty in a country outside India. In the case, however, of a deputation to, or detention in, Ceylon or other British Possessions in Asia for a period not exceeding six months, the sanction of the Government of India is sufficient.

NOTE 1.—[The period of the special duty runs from the date on which the of

73

No. 91.

Page 25. Article 85.

No. 354.

Page 25. Article 85.

Substitute the following for Note 2 under this Article as amended by correction slip No. 9, dated the 1st August 1910 :—

cases in which the a subordinate police or lunatics, or on

(a) full pay, for the entire period of absence from India ; with

(b) actual travelling expenses, and a subsistence allowance not exceeding the following scale, while in any country outside India .—

		s.	d.
For an officer of the Inspector class	. . . .	10	6 a day.
,, ,, Sergeant ,,	. . . .	8	6 ,,
,, ,, Constable ,,	. . . .	6	0 ,,

(5th Edition, No 354, dated 1st July 1914)

...ng Allowances—General Rules.

...d Limitations.

...on to substantive ...ointment

No. 92.

Page 25. Article 86.

Insert the following as Rule 1 under this Article :—

1. A Local Government may, at its discretion, allow acting appointments to be made in place of officers ordered or permitted to undergo a course of training in a school, college or other institution.

(5th Edition, No 92, dated 1-2 11)

to appoint him ...

In such cases a "cha...

and 161 to 166.

Provisional ...

89. If an officer is transferred to duty ... connection with his own appointment and which ... will not terminate within three years, the Local Governmen...

...al appointment

Substantive *pro tempore* Appointments.

90. An officer may be appointed substantively *pro tempore* on full pay without prejudice to the lien of the absentee in place of—

(1 an absentee who draws no part of the pay of his appointment;

(2) an officer holding a temporary appointment or on deputation within the meaning of Article 77 if the temporary appointment or deputation is for six months or more.

PART II

The full pay of an officer thus appointed substantively for a time may, in like manner and upon the same condition, be given to a substitute similarly appointed. The status of an officer appointed substantively *pro tempore* under this Article is that of an acting officer, and if he is appointed to officiate in a higher appointment, his salary is reckoned upon his substantive pay proper and not upon the pay of the appointment he held substantively *pro tempore.*

NOTE 2.—[Full pay is not to be drawn under Articles 89 and 90 as a matter of course, or unless the officer claiming it has been formerly appointed "provisionally" or "substantively *pro tempore*" by competent authority.]

91. An officer appointed to act in another office is not an absentee within the meaning of Article 90 unless the full pay of that office is available and he is appointed to it substantively *pro tempore.*

NOTE.—[Substantive *pro tempore* promotions may, at the discretion of the Local Government, be made in the following special cases:—

or other officers to act as Extra Assistant Commissioners.

92. An absentee who receives absentee allowances draws, within the meaning of Article 90, "part of the pay of his appointment;" and that Article is not to be construed as conflicting with Article 214.

NOTE.—[The subsistence allowance of a member of the Indian Civil Service, a Statutory Civil Servant or a Military officer subject to the Civil Leave Rules, and the English furlough pay of a Military officer subject to the Military Leave Rules, are not, for the purposes of this rule, treated as a part of the pay of an absentee's appointment.]

93. A substantive *pro tempore* appointment may be made under Article 90 in the place of a Military officer subject to the Military Leave Rules whose appointment would be forfeited under Military Furlough Rules but for the operation of Rule II of the Military Furlough Regulations of 1868.

Charge Allowances.

94. An officer appointed to be in charge of the current duties of an office independently, without retaining charge of his own office, is entitled to a charge allowance of three-quarters of the acting allowance which would be admissible to him if he were appointed to officiate in the office. An officer cannot be thus appointed to be in charge of a "grade."

NOTE.—[The rules laid down in Articles 164 and 166 apply here also.]

95. The Local Government may, if it thinks fit, assign to the officer a charge allowance of less than the amount thus admissible, and, on the other hand, if it thinks this amount too small, may grant him, for special recorded reasons, the full acting allowance, excepting that clauses (i) and (ii) of Article 105 shall not apply to such an officer. Charge allowance under this

Article must never exceed what an officer would draw as acting allowance if appointed to officiate in the appointment.

NOTE.—[The rules laid down in Articles 164 and 166 apply here also]

1. The Local Government may delegate its power under this Article to the Head of a Department or Commissioner of a Division.

Section II.—Maximum and Minimum Salaries.

96. The maximum salary of an officiating officer is the pay of the appointment, and the minimum salary half the pay of the appointment.

97. Officers appointed, officiating or substantively, to the appointments specified in Appendix 4 are entitled to special minimum salaries as shown therein.

Section III.—Privilege Leave Vacancies.

98. As a general rule, the duties of an officer absent on Privilege leave taken separately and not combined with other leave under Article 233 shall be discharged by another officer in the same station or district. Only in exceptional cases where there is absolutely no officer available on the spot, can the transfer of an officer from another station or district to act in consequence of the absence of an officer on Privilege leave be allowed. In the case of appointments held by members of the Indian Civil Service or a Commission, if a member of that Service or Commission is not available on the spot, a Provincial Service officer should be placed in charge of the vacant appointment.

99—103.—*Cancelled.*

Chapter VI.—Acting Allowances—Rules for Calculation.

Section I.—Indian Civil Service and other Special Services.

104. The rules in this Section apply to the following Services:—

(1) The Indian Civil Service.
(2) Officers in the Indian Educational Service and other Educational officers appointed in England on conditions similar to those on which officers are recruited for that Service. Also officers of the Education Department who, when the Department was re-organised in 1896, elected to continue on the graded list.

PART II.

No. 233.

Page 28. Article 104.

Substitute the following for the Examples mentioned under clause (4) of this Article :—

Examples of the appointments referred to.—The appointments of Postmasters General, Judges of Small Cause Courts of the First Class in Bengal and the Judge of the Small Cause Court, Rangoon.

(5th Edition, No. 233, dated 2-1 12.)

ral Customs Department.

Officer with a Substantive Appointment.

105. An officer with a substantive appointment, officiating in another appointment or in a higher grade, is entitled to an acting allowance of one-fifth of the pay of the appointment or grade, but the acting allowance shall not be less than—

(i) Two-thirds of the difference between the pay of the appointment or grade and the pay of the officiating officer.

(ii) Or, subject to the limit of maximum salary (Article 96), Rs. 200.

I. An officer of the Indian Subordinate Medical Department, appointed under proper

Grades of a Class.

106. An officer officiating in a class divided into grades will officiate in the lowest grade, unless it be otherwise specially ordered.

Officer without a Substantive Appointment.

107. An officer without a substantive appointment is entitled to subsistence allowance with an acting allowance of half the pay of the appointment in which he officiates.

Subsistence Allowance.

108. (a) The subsistence allowance of a member of the Indian Civil Service and of a Military officer subject to the Civil Leave Rules, is as follows :—

		Rs.
For an officer of not more than eight years'	actual residence in India	250 a month.
For an officer of more than eight, but not less than twelve years'		320 „
For an officer of twelve or more years'		400 „

(*b*) And of a Military officer subject to the Military Leave Rules, as follows:—

		Rs.
For an officer of the rank of Captain or Subaltern	. . .	250 a month.
" " " of Major	. . . .	320 "
" " higher rank than Major	. . . . . .	400 "

Section II.—Military Officers.

109. The rules in this Section apply to Military officers serving in Civil Departments except those—

(i) In the Public Works, Railway and Telegraph Departments (see Section III).

(ii) In the Survey of India (see Section IV).

NOTE.—[If a Military officer officiating in a Military appointment has a substantive appointment in the Civil Department, he draws in the Military Department the allowances to which he would have been entitled under Military Rules had his substantive appointment been an appointment in the Military Department.]

110. A Military officer employed in the Army Secretariat of the Government of India, though drawing pay in the Civil Department, is not subject to these Regulations.

Appointments on Consolidated Pay.

111. An officer officiating in an appointment of which the pay is consolidated may be—

Case 1.—An officer without a substantive appointment.

Case 2.—An officer having a substantive appointment the pay of which is consolidated.

Case 3.—An officer having a substantive appointment the pay of which includes a Staff Salary.

An appointment of which the pay is fixed upon the assumption that it will be held by a Civil officer is treated, for the purposes of this Article, as if the

to his officiating appointment only half the Staff Salary,

Appointments on Staff Salary.

114. An officer officiating in an appointment of which the pay includes a Staff Salary may be—

Case 1.—An officer without a substantive appointment.

Case 2.—An officer having a substantive appointment the pay of which is consolidated.

Case 3.—An officer having a substantive appointment the pay of which includes a Staff Salary.

115. In all cases the salaries are calculated as follows, any excess of the consolidated pay of the substantive appointment in *Case* 2, in Article 114, over the Military pay and allowances or the Staff Corps pay of the officer being treated as a Staff Salary:—

(*a*) For an officer officiating for an absentee who is subject to the Rules of 1868, the Staff Corps Leave Rules, or the Civil Leave Rules—

An officiating officer will draw half [illegible] and half the Staff Salary of his substan[illegible] if he have one in addition to the Staff [illegible] Provided that the whole Staff Salary thus drawn shall not be less than Rs. 100 a month, unless the full Staff Salary of the post in which he is officiating is less than that sum. If the full Staff Salary is available, he may draw the whole of it, but in such case he can draw no portion of the Staff Salary of his substantive appointment.

NOTE.—[The proviso that the whole Staff Salary shall not be less than Rs. 100 is limited by the rule that this minimum is allowed only to an officer acting in the actual appointment held by the absentee But this limitation does not apply to Medical officers officiating as Civil Surgeons]

(*b*) For an officer officiating for an absentee who is subject to the rule of 1875—

The rules are those which apply [illegible] absentee under other Leave Rules, except that [illegible] an officer subject to the Rules of 1875 varies [illegible] from one appointment to another during Furlough, the salary of the acting officer would likewise vary, while the Furlough allowance of an officer subject to other Leave Rules is unaffected by such transfer.

Medical Appointments.

116. As an exception to Articles 112 and 113 the allowances of a Commissioned Medical Officer, whether he is under Civil or Military Leave Rules, officiating in an appointment reserved exclusively for officers of that class, shall be regulated by Articles 114 and 115, on the assumption that the pay of the appointment includes a Staff Salary equal to the difference between the officiating officer's grade pay and the consolidated pay he would receive if he held the appointment substantively.

PART II.

No. 189.

Page 31. Article 117.

Strike out the words "Superior officers of the Accounts Branch" occurring in lines 2 and 3 of this Article.

(5th Edition, No. 189, dated 1-9-11.)

when officers obtain Furlough, Leave on Medical Certificate, or Special leave with allowances. In such cases the officer temporarily promoted is entitled to the pay of the appointment.

NOTE —[For the purpose of Chapter I, Rule V of the Military Furlough Rules of 1868, the temporary promotion from one grade to another of an officer of the Royal Engineers employed in the Public Works or Railway Department is an acting appointment, and the grade to which the officer is permanently attached is his "substantive office. "]

... Works, Railway ... regulated by the rules in Section VII.

General Rules.

119. (*a*) An officer of a class divided into grades cannot officiate in this class in a grade higher than that to which he is substantively appointed.

(*b*) An officer officiating in a rank which is divided into classes, or in a class divided into grades, will officiate in the lowest class or grade ; but this rule ... officiating in an appointment of which the

No. 154.

Page 31. Article 121.

Substitute the following for this Article :—

121. The acting ... to the Civil Leave ... officer subject ... ed in accordance with ... will be regulat- ... to the Military Leave Rules, without an appointment, is entitled to his pay and to such ... subsi ... equal to the sum of the class ... half the Civil pay of the

(5th Edition, No 154, dated 1-7-11)

acting allowances. His Civil salary is fixed ... pay, to which he is separately entitled over and above his Civil salary.

PART II

NOTE.—[When a Royal Engineer officer whose substantive appointment carries net Military pay *plus* consolidated pay, acts in an appointment carrying consolidated pay only without net Military pay, then in determining his salary the net Military pay of his substantive appointment is added to the salary calculated under the rules on the consolidated pay of the two appointments]

123. When any officer who can be substantively appointed to the Engineer Branch of the Public Works or Railway Department, or the Superior Establishment of the Indian Telegraph Department, only under the rules, and on the rates of pay prescribed for the Provincial Services, is appointed to officiate in, or hold charge of, an appointment graded in those Services, his acting or charge allowance will be calculated on the rates of pay prescribed for the Provincial Service and in accordance with the rules contained in these Regulations for the grant of such allowance.

Special Allowances.

124 In the following cases special allowances may be granted in addition to pay by the Local Government or, if the officer is not serving under any Local Government, by the Government of India.

NOTE —[The term Local Government as used here includes only the Governments of Madras, Bombay, Bengal, the United Provinces, the Punjab and Burma.]

(*a*) To a subordinate officiating as an Executive Engineer—Rs. 100, provided that his salary must not exceed the pay of an Executive Engineer of the 3rd grade

(*b*) To a Subordinate officiating as an Assistant Engineer—Rs. 50. This allowance is not admissible on the mere circumstance of the Subordinate holding a charge formerly held by an Assistant, but only when the charge involves duties and responsibilities which, in character or extent, are such as are not usually imposed on subordinate officers.

NOTE.—[A certain number of Upper Subordinates [illegible]

(*c*) To an Accountant officiating, with the sanction of the Government of India, for an Examiner or Deputy Examiner—Rs. 100, provided that, when officiating for a Deputy Examiner, his salary must not exceed the pay of a Deputy Examiner, second grade, but this proviso shall not operate so as to reduce the sum of the pay and allowances which, but for this promotion, would have been drawn.

(*d*) Acting allowance will not, as a rule, be granted to an Accountant officiating as Assistant Examiner. If by a special order of the Government of India it is granted, it will not exceed Rs. 50.

(*e*) To an officer of the Subordinate Revenue Establishment of State Railways acting in an office ordinarily held by an officer of the Superior Revenue Establishment—Rs. 75, provided that the charge involves duties and responsibilities which in character and extent are such as are not ordinarily imposed on subordinate officers.

125.—*Cancelled*

126. Signalling clerks and others acting for Inspectors of line maintenance of the Persian Section of the Indo-European Telegraph Department draw the [illegible] salary for the purpose of calculating either leave or exchange compensation allowances.

Section IV.—The Survey of India.

127. The rules in this Section apply only to officers not below the rank of Assistant Superintendent of the Survey of India Department.

128. An officer of the Royal Engineers holding substantively an appointment not above the rank of Superintendent, second grade, is entitled to his net Military pay; but he ceases to draw it while officiating in an appointment higher than Superintendent, second grade.

129. An officer officiating in the grade immediately above his own is entitled to the pay of that grade: Provided that the salary of an officer officiating in any grade shall not be greater than that which would be admissible under Article 130 if he officiated in the next higher grade.

130. An officer officiating in a grade higher than that immediately above his own is entitled to an acting allowance, in addition to his pay, of one-fifth of the pay of the grade in which he officiates

131. The appointments in the Administrative Branch are not graded. Any officer officiating in an Administrative appointment is entitled to an acting allowance of one-fifth of the pay of the appointment.

132. An officer without a substantive appointment is entitled to an acting allowance, in addition to his Military pay (if any), of half the pay of the grade in which he officiates.

Section V.—Geological Survey.

133. (*a*) A graded officer of the Geological Survey Department who joined the Department on or before the 31st December 1893, counts all service on the maximum pay of a grade towards increments in the pay or salary of the next higher grade. When promoted substantively, he may draw the pay of the higher grade with increments earned by service on the maximum pay of the lower grade; and when promoted temporarily, he may similarly draw a salary equal to the pay he would have received if his promotion were substantive.

(*b*) The pay on permanent promotion and the salary on temporary promotion from grade to grade of a graded officer of the Geological Survey Department who joined the Department after the 31st December 1893, are regulated by the ordinary rules in these Regulations.

Section VI.—The Forest Department.

134—*Cancelled.*

135. A Deputy Conservator officiating as a Conservator is entitled to a salary equal to the pay of the lowest grade of Conservator.

136. A Conservator officiating in the grade immediately above his own is entitled to the pay of that grade; and a Conservator officiating as Chief Conservator, or a Conservator or Chief Conservator officiating as Inspector General is entitled to the pay of, the appointment.

137. An officiating officer in any case not provided for by the preceding Articles is entitled to an acting allowance of one-fifth of the pay of the grade in which he officiates.

Section VII.—Other Officers.

138. The following rules are applicable to officers in Civil employ whose cases are not provided for in Sections I to VI of this Chapter, or by rules peculiar to the services concerned, such as—

(1) Lieutenant-Governors and Members of Council (see Chapter XXII).
(2) Judges of the High Courts (see Chapter XXIII).
(3) Ecclesiastical Officers (see Chapter XXVII).
(4) Law Officers (see Chapter XXXI).

139. An officer of the Provincial or Subordinate Educational Service appointed by the Local Government to officiate in a temporary vacancy in a post specifically reserved for, or usually filled by, officers of the Indian or Provincial Educational Service receives an allowance as follows —

An officer of the Provincial Service acting in an appointment in the Indian Service, Rs. 100 a month.

An officer of the Subordinate Service acting in an appointment in the Indian Service, Rs. 75 a month.

An officer of the Subordinate Service acting in an appointment in the Provincial Service, Rs. 50 a month.

Provided that the salary of the officiating officer shall not exceed the pay of the officer for whom he acts, and shall not be less than his own pay. When the office is substantively vacant, the officiating officer may be granted the allowance in full.

139A. A member of the lower Subordinate Educational Service or an officer on salary, outside the grades, when officiating in temporary vacancies in the Subordinate Educational Service, is entitled to an acting allowance at the rate of one-fifth of the average pay of the grades of the latter service subject to the limit of the maximum salary laid down in Article 141.

Substitute the following for this Article :—

140 An officer with a substantive appointment on a permanent establishment, officiating in an appointment to which this Section applies, and of which

Substitute the following for rule 2 under this Article :—

2. The following are treated as distinct classes of officers for the purpose of this Article :—

(*a*) In Madras, the different grades of Munsiffs, Tahsildars, Deputy Tahsildars, Sub-Magistrates and Stationary Sub-Magistrates, Sub-Assistant Inspectors of Schools, and Police Inspectors, Sergeants and Constables.

(*b*) In the Civil Military Station of Bangalore, Police Officers of and above the rank of Head Constables.

(*c*) In Bombay, Police Sub-Inspectors, Head Constables and Constables.

(5th Edition, No 327, dated 1 10-13)

than the lowest

The provisions of this Article are not to be applied in the case of temporary acting appointments not lasting longer than three months so as to give the officiating officer a lower salary than his salary in the appointment he would have continued to hold but for the acting appointment.

Exception—The salary of an officiating Deputy Magistrate and Deputy Collector in ~~Bengal, whether holding a substantive appointment under Government or only temporarily~~ employed, is Rs 200

NOTE.—[This Article does not apply to appointments in the Post Office Department; or in the Bombay Presidency to jailors, to clerks in the office of the Inspector-General of Regis-

Burma.]

Medical Appointments.

142. A Civil Assistant Surgeon while officiating in charge of a Civil station is entitled :

(*a*) In Madras to a local allowance in addition to pay, as follows, or to any smaller allowance which, by any general or special order, the Local Government may fix :—

(i) If he be in the first or second grade—Rs. 150.

(ii) If he be in the third grade—Rs. 100.

PART II.

(b) In any other Province, to draw acting allowance on the minimum pay (Rs. 350) fixed for an officer of his class holding permanent charge. The period of such temporary service does not, however, count for increment and initial pay under Articles 155 and 156 respectively.

... Central Provinces and Eastern Bengal and Assam ... the ... the Local Government to a ... te Medical Department perf ... e the latter is absent for more than seven days on duty:—

... Punjab and a Civil Assistant Surgeon or Officer of the Indian Subordinate Medical Depart-

No. 24.

Page 36. Article 142 A.

Insert the following as a new Article:—

142 A. A Civil Assistant Surgeon while officiating as a Chemical Examiner is entitled to a fixed acting allowance of Rs. 100 a month.

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	Rs.	
Under five years in charge	350	a month.
From five and under ten years	450	"
From ten and under fifteen years	550	"
Over fifteen years	700	"

Service towards these quinquennial increments counts from the date of assumption of any such charge as a permanent appointment.

Military Assistant Surgeons, third or fourth class, in independent medical charge of Civil stations, receive pay at the rate of Rs. 250 a month. When holding such charges in Burma, they receive in addition a special local allowance of Rs. 50 a month.

The service of a Military Assistant Surgeon, third or fourth class, in permanent independent Civil medical charge, does not count towards the quinquennial increments until the date on which he is promoted to be a Military Assistant Surgeon, second class

Note—[For the rule regarding an officer of the Indian Subordinate Medical Department acting as "Civil Surgeon," etc, see Rule 1 under Article 105]

1 A Military Assistant Surgeon in medical charge of a Civil station, who is required, in consequence of field operations, to revert temporarily to Military duty, counts the period of such duty as service towards the increments admissible under this Article.

Officers without a Substantive Appointment.

144. An officer ... appointment on a permanent establishment, officiating ... less than Rs. 100, is entitled ... e pay of

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No. 127.

Page 37. Article 144

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Omit " Note " 2 to this Article.

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(5th Edition, No. 127, dated 6-4-1911)

Appointments on less than Rs. 100.

147. The salary of an officer officiating in an appointment of which the
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aid Tahsildars in the United Provinces—see Rule 3 under Article 335.
Female warders or matrons employed in Jails.

Chapter VII.—Regulation of Progressive Salaries.

149. Except under special orders to the contrary, a Progressive pay shall not rise from the minimum to the maximum by less than five equal yearly increments.

PART II.

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No. 127.

Page 37. Article 144

Omit "Note" 2 to this Article.

(5th Edition, No. 127, dated 6-4-1911)

Appointments on less than Rs. 100.

...sum of the acting allowances paid in consequence of ...
except when ...

... on hospital leave under Chapter XII, Articles 287 to 291.

(iii) Naib Tahsildars in the United Provinces—see Rule 3 under Article 335.

(iv) Female warders or matrons employed in Jails.

Chapter VII.—Regulation of Progressive Salaries.

149. Except under special orders to the contrary, a Progressive pay shall not rise from the minimum to the maximum by less than five equal yearly increments.

PART II

Calculation of Value.

150. A Progressive pay is, on an average, equivalent to a fixed pay, the amount of which lies between the minimum and maximum of the Progressive pay. The exact amount of this equivalent varies according to the conditions of each appointment; but in practice, it is assumed that a Progressive pay rising to its maximum by five equal yearly increments, is equivalent to a fixed pay equal to the minimum *plus* two-thirds, or if the appointment is a ministerial appointment, *plus* three-fourths, of the difference between the minimum and the maximum.

NOTE.—[This Article does not fix the pay of a Progressive appointment, but only indicates the mode of rating the value of such an appointment for financial purposes.]

Accrual of Increment.

151. An increment accrues from the beginning of the calendar month following that in which it is earned, any intermediate broken period being neglected.

Exception (1)—An officer appointed to the service from and after the 1st January 1900, in whose case an increment accrues from the day following that on which it is earned.

[illegible]

good. When an increment is withheld, the period for which it is withheld is at the discretion of the authority having power to withhold, who will also decide whether the postponement is or is not to have the effect of similarly postponing future increments The authority having power to withhold is, in the case of ministerial and menial officers, the head of the office, and in the case of other officers, the Local Government, which may delegate the power to heads of departments or other supervising officers.

153. (*a*) A proposal to grant an increment of Progressive pay in advance of the due date should always be scrutinised with special jealousy: it is contrary to the principle of Progressive pay to grant an increment before it is due, and such a grant should not be recommended or allowed, excepting under circumstances which would justify a personal allowance to an officer whose pay is fixed,—that is to say, seldom if ever.

(*b*) If the value of the appointment calculated under Article 150 is such that the addition of a premature increment would raise it above Rs. 9,000 a year, such premature increment cannot be granted without the sanction of the Secretary of State.

154. An officer reduced to a lower grade or appointment on account of misconduct or inefficiency cannot without the sanction of the authority by whom he is reinstated or promoted, count for increments previous service in the grade or appointment from which he was reduced.

Acting Allowances.

155. In the case of progressive appointments, acting allowances are fixed as follows:—

(*a*) An officer whose substantive pay is progressive, and who acts in an office of which the pay is fixed. In this case the officer's acting allowance

is calculated as if his substantive pay were a fixed one, equal to the amount at which from time to time it stands.

(*b*) An officer whose substantive pay is fixed, and who acts in an office of which the pay is progressive. In this case the officer's acting allowance is calculated upon the pay to which he would from time to time have risen if he had held the officiating appointment substantively.

(*c*) An officer whose substantive pay is progressive, and who acts in an office of which the pay is progressive. In this case the officer draws—

(i) His substantive pay, with the increments thereof as they fall due.

Next year he gets pay Rs. 180 + acting allowance Rs. 40 = total Rs 220 But this is limited for a year to Rs. 208

Example (b)—A member of the Indian Civil Service, substantively in the Rs 1,200 stage of an appointment of which the pay is Rs 1,000—50—1,250, acts in an appointment of Rs. 1,500—50—1,750 His initial salary is—

	Rs.	
Pay	1,200	Limited for the first year to Rs. 1,500.
Acting allowance (⅔ Rs 1,500—1,000)	333⅓	
Total	1,533⅓	

In future years he receives—

	Rs.	
Second year—		
Pay	1,250	Limited to Rs. 1,550
Acting allowance	333⅓	
Total	1,583⅓	

Hereafter he gets Rs 1,583⅓, which is the limit of salary in this case.

Initial Pay.

156. An officer who is appointed substantively to an appointment [illegible] progressive pay begins with the minimum pay of the appointment:—

(*a*) if prior to his appointment he holds no substantive [illegible] under Government, or

(*b*) if he is transferred thereto from an appointment in [illegible] drawing pay not in excess of the minimum pay [illegible] appointment, and if he has not already officiated [illegible]

157. If the officer is transferred to the new appointment from an appointment in which he was drawing pay not in excess of the minimum of the new appointment, but has officiated already therein, his pay is fixed as follows :—

(*a*) If the salary which he drew when last officiating is equal to one of the stages of the pay of the appointment, his pay shall be fixed at that stage, and he shall count in that stage the time during which he has been drawing the said salary.

(*b*) If the salary which he drew when last officiating is intermediate between two stages, his pay shall be fixed at that amount for half the period during which an increment is earned, and on the first day of the month thereafter succeeding he shall be eligible for the next higher stage of the progressive pay.

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January, and then rise to Rs. 230.

Note —[Any period for which an officer has held the progressive appointment as substantive *pro tempore* may be counted as officiating service for the purposes of this Article]

157A. If the officer is transferred to the new appointment from an appointment in which he was drawing pay in excess of the minimum, then whether he has officiated in the appointment already or not, his pay is fixed as follows :—

(*a*) If his pay immediately prior to the transfer is equal to any stage of the new appointment, he shall draw the pay of that stage; and after the expiry of the period during which an increment is earned he shall draw the pay of the next higher stage, and so on.

(*b*) If his pay immediately prior, to the transfer is intermediate between any two stages of the new appointment, he shall draw the pay of the next lower stage, *plus* a personal allowance equal to the difference between the pay of that stage and his former pay; and after the expiry of the period in which an increment is earned he shall draw the pay of the next higher stage (losing the personal allowance) and so on.

157B. (*a*) When, however, the conditions of an officer's service are such that he is liable to be transferred in the same Department between appointments of which the pay and increments are identical, his service will, in the case of such a transfer, count for increments as if he had not been transferred.

(*b*) The authority which orders the transfer of an officer, as a penalty, from a higher to a lower appointment, may allow him to draw any salary, not exceeding the maximum of the lower appointment, as it may think proper.

158. The incumbent of an appointment the pay of which is changed shall be treated as if he were transferred to a new appointment on the new pay: Provided that, if he prefers to retain his old pay, the Local Government or, in the case of a ministerial or menial officer, the Head of the Office

may allow him to do so, postponing the change of the pay of the appointment till he vacates office.

Time spent on Leave and under Suspension.

159. Time spent on leave with allowances counts towards increments in the same manner as if during it the officer had actually held or officiated in (as the case may be) the appointment on which he has a lien.

NOTE.—[The last sentence of Article 31 must not be held to conflict with this Article. Subject always to the provisions of Article 60, the phrase "the appointment on which he has a lien" means the appointment which the officer relinquished when he proceeded on leave, and does not refer to an appointment to which an officer has been nominated during his absence on leave.]

160. Time passed under suspension does not count towards increments if the suspension is a penalty for misconduct; but an officer, in directing reinstatement of a person who has been suspended, may declare that the time shall count.

Officers under Training.

160A. A Local Government may at its discretion decide, in the case of an officer who is selected to undergo a course of training in a school, college, or other institution, whether the time spent in training shall count as service qualifying for increments of pay.

Officers on a Time-scale of Pay.

160B. (a) Leave without allowances taken by an officer prior to his admission to a time-scale of pay, and overstayals of privilege leave to the extent of one week in similar circumstances, count for increments under the time-scale.

(b) Leave without allowances taken by an officer while he is on a time-scale of pay, or overstayals of privilege leave do not count towards increments; but Local Governments and Departments of the Government of India which have the powers of Local Governments, may exempt an officer from the operation of the rule, on proof being furnished to them that the leave was taken on account of illness or other cause beyond the officer's control.

Chapter VIII.—Combination of Appointments and Salaries.

Charge of Current Duties.

161. An officer appointed to be in charge of the current duties of an office in addition to his own duties, may, if the charge, in the opinion of the Local Government, entails a substantial increase of responsibility and some additional work, be granted a charge allowance, to be fixed by the Local Government, not exceeding one-tenth of the pay of the office. If the office is open to, and may in practice be held by, a member of the Indian Civil Service or a Military officer, the allowance shall not be less than Rs. 100.

162. The salary of an officer appointed to be in charge of the current duties of an additional office shall never exceed the salary which he would receive for officiating in the office: one effect of this rule is that, unless the Local Government makes the declaration indicated in Rule 1 under Article 168, an officer is not entitled to any allowance for taking charge of an office the pay of which is not more than that of his own substantive office.

163. The amount of "charge allowance" has been fixed in the cases shown in Appendix 6

164. (a) No allowance is admissible under Article 161 unless the incumbent has actually given over charge of the office under the orders of competent authority, and is absent on leave or deputation or is under suspension. For instance, no allowance is admissible to a subordinate officer empowered to dispose of routine business while his superior is on tour.

(b) But in the Northern India Salt Revenue Department, charge allowance is granted to an officer placed in charge of the current duties of an Assistant Commissioner's office during the absence of the incumbent on tour.

165. No allowance is admissible to a member of the Indian Civil Service, or to any officer holding an appointment ordinarily held by a member of that service, or to a Superintendent of a Central Jail for the executive charge, either permanently or temporarily, of a District Jail. Any other person, whether he does or does not hold any office under Government, if placed in executive charge of a District Jail, is entitled to a Local Allowance on the following scale:—

1st Class Jail	Rs 150	a month.
2nd " "	" 100	"
3rd " "	" 75	"
4th " "	" 50	"

166. An officer placed in charge of the current duties of an office is not entitled to any Local Allowances attached to the office, except under the special orders of the Local Government. (*See also Article* 1010.)

NOTE.—[The Local Government may delegate its power under this Article to the Head of a Department or Commissioner of a Division.]

Permanent Arrangements.

167. A Local Government may appoint an officer to hold permanently two or more appointments at the same time if their aggregate pay does not exceed Rs. 250 a month. The salary of an officer appointed to officiate in two or more appointments, which under due sanction have been combined as a single charge, is calculated upon the pay fixed for the combined appointment, Article 168 being inoperative in such a case.

Temporary Arrangements.

168. A Local Government may, without the sanction of the Government of India, appoint one officer to hold substantively, as a temporary measure, or to officiate in, two or more independent appointments at one time. In such case, the emoluments are regulated as follows:—

(i) He draws the highest salary to which he would be entitled if he held or, as the case may be, officiated in, any one of the appointments alone:

whether the charge is held by a Regimental Medical officer or a Commissioned Medical officer already employed in the Civil Department, are regulated by Military Rules, the pay of the appointment being calculated on the principle indicated in that Article.

1 In the case of a Commissioned Medical Officer holding more than one acting appointment, the acting allowance *of each* appointment is fixed by Military Rules of calculation, but the terms of the combination of the appointments are those laid down in Article 168 and the second sentence of the Note under it.

171. An officer in medical charge of a Civil station is entitled to an allowance of Rs. 100 a month for holding visiting charge of a second station.

NOTE.—[In Bengal the allowance may be Rs. 50 or Rs. 100 as the Local Government may fix.]

Medical Charge of Jails.

172. An officer appointed to the medical charge of a Central Jail when the administrative and medical charges are not united, is entitled to a local allowance of Rs. 100, or, in special cases at the discretion of the Local Government, Rs. 150:

Provided always that the aggregate cost for the administrative and medical charges shall not exceed the total pay payable for the combination of the two charges in one person.

Cantonment Magistrate.

173. A Civil or Military officer placed in charge of a full-time Cantonment, or Assistant Cantonment Magistracy, in addition to his own duties, is entitled to an allowance of Rs. 100 a month.

Military Officer.

174. The allowances for his Civil duties of a Military officer appointed to officiate in a Civil office other than a Cantonment Magistracy without being relieved of his Military duty, are regulated in accordance with Article 168 and Rule 2 under it, and are drawn in the Civil Department. If he has no substantive appointment in the Military Department, the pay of his rank is held to be his substantive pay for the purposes of Article 168.

Chapter IX.—Joining Time.

175. Joining time is the time allowed to an officer to proceed from one station to another when his appointment is changed, or when, being unemployed, he is appointed to any office. An officer is held to be on duty during Joining Time if he is entitled to allowances.

176. Only one day is allowed for joining an appointment which does not necessarily involve a change of residence from one station to another.

NOTE.—[Sundays are included in the calculation of the joining time of one day admissible under this Article. An officer who gives over charge on Saturday forenoon must, therefore, take charge on Saturday afternoon, and an officer who gives over charge on Saturday afternoon must take charge on Monday forenoon.]

177. In cases involving a change of station Joining Time is calculated as follows, subject to a maximum of thirty days: Sundays not actually spent in travelling are not included in the calculation :—

(i) Six days *for preparation; and, in addition thereto :—*

for the portion of the journey which the officer travels or might travel—	a day for each.	
By railway	250 miles	or any longer time actually occupied in the journey.
By ocean steamer	200 „	
By river steamers	80 „	
By mail cart or other public stage conveyance drawn by horses	80 „	
In any other way	15 „	

An extra day is allowed for any fraction of distance over that prescribed.

(ii) When part of the journey is by steamer, the days intervening between the officer being set free from his office, or, if he has no office, receiving his orders, and the departure of the steamer, or his start duly regulated to catch the steamer, shall be added.

NOTE 1.—[A journey by road of five miles or under to or from a railway station from or to the point which may be prescribed under Article 998 does not count for joining time.]

NOTE 2.—[An officer, whose salary does not exceed Rs 100 a month, should not ordinarily be required to travel by mail cart or other public stage conveyance drawn by horses.]

178. By whatever route the officer travels, his Joining Time shall, unless the Local Government specially permit otherwise, be calculated by the route which travellers habitually use.

179. If an officer is authorised under Article 53 to make over charge of an office elsewhere than at its head-quarters, any joining time to which he may be entitled shall be reckoned from the place at which he actually makes over charge

Extensions

180. (*a*) The Local Government may in any case extend the joining time admissible by rule provided the general spirit of the rules is observed.

(*b*) Within the maximum of thirty days, Heads of Departments and Commissioners of Divisions, in the case of officers of Provincial Services and non-gazetted subordinates under their control, may extend the joining time admissible by rule—

(i) if the officer has been unable to avail himself of the usual mode of travelling, or if, notwithstanding due diligence on his part, the journey has occupied more time than is allowed by the rules—to the extent of the time actually taken :

(ii) if such extension is considered necessary for the public convenience or for the saving of public expense, as, for example, to prevent unnecessary and merely formal transfers—to the extent necessary :

(iii) if the rules have in any particular case operated hardly, as, for example, if an officer has through no fault on his part missed

a steamer or fallen sick on the journey—to the extent necessary, on such conditions as to allowances or otherwise as the sanctioning authority may think fit.

181. The Audit Officer shall move the Local Government to report to the Government of India any concession made under the preceding Article, which appears to him contrary to the spirit of the rules. The Local Government may not, finally, overrule the Audit Officer without a reference to the Governor General in Council.

When Leave intervenes.

182. When an officer, after giving over charge of his office at one station on transfer, or reversion to another office, takes Privilege or Examination leave before joining the office to which he has been transferred, or to which he has reverted, or when an officer, while on Privilege or Examination leave, is transferred to a station other than that from which he took leave, he is entitled to Joining Time in addition to his Privilege or Examination leave. The Joining Time of an officer transferred during Privilege or Examination leave will be counted from his old station, or from the place where he receives the order of transfer, whichever calculation would entitle him to the less Joining Time.

183. If an officer, during transit from one appointment to another, obtains Furlough on medical certificate (with or without Privilege leave or Subsidiary leave prefixed), he may be allowed only the Joining Time calculated for the journey from his old station to the furthest place to which he has proceeded on his route to his new station.

Appointment Changed.

184. The Joining Time of an officer whose appointment is changed while he is in transit from one appointment to another, begins on the day following that on which he receives his orders.

Allowances.

185. Except in the case mentioned in Article 188, an officer draws, during Joining Time, the pay or salary which he drew in his old appointment or that which he will draw on joining his new appointment, whichever is less: Provided that an officer transferred from one officiating appointment to another shall not draw any acting allowance during Joining Time if he had not a superior lien on either of the officiating appointments to that of the officer relieved by or relieving him. If the officer is entitled to tentage in his old appoint [illegible] ppointment, he may draw tent [illegible] o rates. If the officer in his c [illegible] on account of special expensi [illegible] any district, province or locality, and the transfer is to another appointment within the same district, province or locality, he may draw the local allowance during joining time Provided that, if the rates differ in the two appointments or parts of the local area, he may draw the lower rate only.

PART II.

186. When, under Article 182, an officer combines Privilege or Examination leave and Joining Time, his allowances during Joining Time,—that is to say for the period, not exceeding the Joining Time admissible by rule, in excess of his Privilege or Examination leave, during which he is absent from duty,—must be calculated at the rate at which his Joining Time allowance would have been calculated if he had joined the office to which he is transferred directly.

187. If a member of the Indian Civil Service, on first arrival in India is unable, from illness, to proceed to the seat of the Government to which he is attached or to any other station to which he is ordered to proceed direct, the Local Government in whose jurisdiction he is, may, on medical certificate, grant him a subsistence allowance of Rs. 250 a month for not more than two months. Time thus spent is not Active Service.

188. An officer who is not in the Indian Civil Service or in the Army, and who has no substantive appointment, is not entitled to any allowance during Joining Time; but if such an officer officiating in an office is transferred to another office under the same Local Government, the officer who orders the transfer may allow him to draw, during his transit, the allowance to which he would be entitled under the first sentence of Article 185.

Exceeding Joining Time.

189. An officer who does not join his new appointment within his Joining Time is entitled to no allowances after the end of his Joining Time, and after a week ceases to have a lien on any appointment. But if the authority making the appointment considers that his default was due to circumstances beyond his control, it may exempt him from the loss of his appointment.

NOTE.—The expression "allowances" in this Article does not include travelling allowance

Ministerial Officers.

190. The rules in this Chapter apply to a Ministerial officer who with the consent of the head of his office, or under the orders of competent authority, is transferred to service in another office on grounds of public convenience only, and not at his own request, for his own advantage, or in consequence of any fault on his part.

Chapter X.—Officers Dismissed, Suspended, or Imprisoned.

Members of the Indian Civil Service and Military Officers.

191. A member of the Indian Civil Service is entitled when under suspension to the subsistence allowance of his rank, and a Military officer in Civil employ to the pay and allowances of his rank.

Other Officers.

192. Saving as provided in Article 193 (b), an officer under suspension is entitled to no salary while he is absent from duty, and the salary of an officer who is dismissed ceases absolutely from the date of his dismissal; no allowances may be granted for any period occupied in the prosecution of appeals against the order of dismissal.

193. Subject to the proviso that, without the permission of the Local Government, no extra expense may be imposed on the State—

(a) Subsistence allowance, at a rate not exceeding one quarter of his salary, may be granted by the authority suspending him to an officer removed from office pending enquiry into his alleged misconduct: Provided that the subsistence allowance of a European should not commonly be less than Rs. 25 a month: if his salary be less than Rs. 100 a month, the rate may be increased accordingly. An officer of the Marine Department, whose duties are not confined to the shore, will draw, in addition to the subsistence allowance, rations, or, when rations are not issued, compensation in lieu thereof.

(b) If the suspension of an officer as a penalty for misconduct is, upon reconsideration or appeal, held to have been unjustifiable or not wholly justifiable, or if an officer dismissed from office or suspended pending enquiry into his alleged misconduct is, after enquiry, or upon reconsideration or appeal, reinstated, then the revising or appellate authority may grant to the officer for the period of his absence from duty—

(i) if the officer is honourably acquitted, an allowance equal to the full salary to which he would have been entitled if he had continued to hold the appointment from which he was dismissed

(ii) otherwise, an allowance equal to such proportion of the full salary as aforesaid, as to the revising or appellate authority may seem expedient.

NOTE—[In cases where the extra cost involved does not exceed Rs. 500 and the period during which an officer has remained unemployed through suspension or dismissal does not exceed six months, the excess expenditure may be admitted on the sanction of the authority who ordered the suspension.]

Committals to Prison.

194. A servant of Government committed to prison either for debt or on a criminal charge, should be considered as under suspension from the date of his arrest, and not allowed to draw any pay until the termination of the proceedings against him, when an adjustment of his allowances should be made according to the circumstances of the case, the full amount being given only in the event of the officer being acquitted of blame or (if the imprisonment was for debt) of its being proved that the officer's liability arose from circumstances beyond his control.

Leave while under Suspension.

195. Leave of absence for a definite period is not admissible to an officer who has been suspended from duty. If permission to proceed to England is granted in such a case, it should only be for such period as the Secretary of State may determine.

PART III.—LEAVE RULES.

GENERAL ARRANGEMENT.

PART III.—LEAVE RULES.

Caapter XI.—General Conditions of Leave.

Section I.—General Rules.

196. The rules in this Chapter apply to all officers in Civil employ except *in as far as they are inconsistent with, or overridden by,* the special conditions of leave which obtain in the case of the following classes of officers :—

(*a*) Lieutenant-Governors and Members of Council (see Chapter XXII).
(*b*) Judges of the High Courts (see Chapter XXIII).
(*c*) Barristers and Pleaders holding the appointments specified in Article 547 (see Chapter XXIV).
(*d*) Statutory Civil Servants (see Chapter XXVI).
(*e*) Ecclesiastical Officers (see Chapter XXVII).

No. 2.

Page 51. Article 196 (c).

Substitute the following for Rule 1 under this Article :—

1. An officer appointed under contract for any term of years without prospect of permanent employment is not entitled to leave except in accordance with the terms of his contract.—(See Note under Article 352)

(5th Edition, No. 2 dated 1-7-10)

...ve in the cases governed by Rule 1 to clause (*a*) of Article 202, an officer under contract is not entitled to leave except in accordance with the terms of his contract.—[*See* Note under Article 352]

NOTE —[If the health of an officer who is serving under an agreement which does not [illegible] is engage- [illegible] to retain [illegible] and any [illegible] at or before the end of six months.

In cases in which the engagement is not terminated leave may be granted for a period not exceeding six months and on allowances not exceeding half pay]

Discretion of Government.

197. (*a*) Leave of absence cannot be claimed as of right Nothing in these Regulations must be understood to limit the free discretion of the

Government to refuse, or revoke, leave of absence of any description, at any time according to the exigencies of the public service.

(*b*) The Local Government may refuse to grant the full amount of leave applied for in any case, and should, by the exercise of this power, so regulate the date of an officer's return from leave as to cause as little change as possible in administrative arrangements.

(*c*) This Article gives Local Governments ample powers for regulating leave of every description, and in dealing with applications for leave the following instructions should be carefully borne in mind :—

1.—*Extract from Circular in the Home Department, No. 22 (Public), dated 16th May 1884.*—

* * * * * * *

2.—*Home Department No. 513 (Public), dated 16th April 1883.*—"Two Military officers

Maximum Leave Admissible.

198. After five years' continuous absence, whether with or without leave, an officer is considered to be out of Government employ. But this rule may, on public grounds and with the sanction of the Secretary of State in Council, be relaxed in the case of any Civil officer other than a member of the Indian Civil Service.

a limit of leave which under no circumstances can be exceeded, and to which it is undesirable that any near approach should be made in any but very exceptional cases."

NOTE.—[This Article does not apply to officers transferred to Foreign Service in India.]

Recall from Leave.

199. An officer recalled to duty before the expiry of leave of any kind is entitled to no concession if the return to duty is optional. If the

No. 264.

Page 52. Article 199.

Substitute the following for the 1st sentence of this Article:—

199. An officer recalled to duty before the expiry of leave of any kind is entitled, if the return to duty is optional, to no concession save the exception in Article 233(iv).

(5th Edition, No. 264, dated 1 5 12)

period from the date of landing in India to the date of joining his appointment, to the subsidiary leave allowance which he would have drawn had he not been recalled, but simply returned on the termination of his leave.

(c) If the leave from which he is recalled is in India,—

No. 324.

Page 53, Article 200—

Substitute the following for this Article as inserted by correction slip No. 213, dated the 7th October 1911:—

200. An officer who is on leave may not take service, or accept an employment which involves the receipt of a fee or honorarium, without obtaining the previous sanction of:—

(i) the Secretary of State, if the officer is residing in Europe, North Africa, America or the West Indies; and

(ii) the Government of India, or the Local Government under which he is employed, as the case may be, if he is residing in India or in any place out of India not mentioned in clause (i); provided that when the officer is non-gazetted and is resident in India, the special permission of the officer empowered to appoint him is sufficient authority for the acceptance of such employment.

NOTE.—(This Article does not apply to the acceptance of fees for literary work or for service as an examiner, or to similar employment. Nor does it apply to acceptance of foreign service during leave, which is governed by Article 761 of these Regulations.)

(5th Edition, No. 324, dated 1-9-13)

if necessary, leave on medical certificate, not more than six months ...

period him

(5th Edition, No. 2, dated 1 7-10.)

... count their service as follows:—

(1) If recruited in England—from the date on which they report their arrival in India.

PART III.

(2) If recruited in India under the orders in Secretary of State's despatch No. 14, dated the 15th March 1894—from the date of assuming charge of their appointments.

(3) If recruited in India before the date of the orders of 1894 mentioned in (2) above—from the date either of attaining the age of 20 years or of assuming charge of their appointments, whichever is later, provided that the service has been continuous.

(c) The service of—

(1) Probationary, officiating and temporary Deputy Magistrate-Collectors and sub *pro tem.* Sub-Deputy Collectors in Bengal and Eastern Bengal and Assam,

(2) Probationary, officiating and temporary Deputy Collectors in the United Provinces,

(3) Probationary, officiating and temporary Extra Assistant Commissioners in the Punjab, and

(4) Officiating and temporary Extra Assistant Commissioners in the

No. 18.

Page 54. Article 202 (c).

Insert the following as Note 1 under this Article, renumbering the existing Notes 1 and 2 as 2 and 3:—

NOTE 1.—[The above conditions do not apply to Deputy Collectors and Sub-Deputy Collectors who began service in the Settlement Department on a temporary footing and were promoted to be officiating or sub. *pro tempore* Deputy Collectors or Sub-Deputy Collectors in the provincial and subordinate civil services. Such officers are allowed to count the whole of their continuous service for leave from the date of their first appointment in the Settlement Department.]

(5th Edition, No 18, dated 1-9 10)

down in Resolution No 3111-A of the Government of Bengal, dated the 4th July 1892, shall be held to have passed their Departmental Examinations at a date calculated by taking the period of time between the 4th July 1892 and the actual date of passing the examinations as the time taken to pass after first appointment as an officiating or substantive *pro tempore* Sub-Deputy Collector.]

203. (a) Service as an Apprentice does not qualify except in the following cases:—

Engineer Apprentices,
Qualified students of the Thomason College under practical training, } in the Public Works or Railway Department.
Assistant Superintendent Apprentices in the Indian Telegraph Department.

The service of candidates in the Superior Revenue Establishment of State Railways counts towards leave after they are confirmed in their appointments.

to the proviso that the leave allowance shall not be less than Military pay and allowances. An apprentice of either class counts his service as such for leave if on the termination of his apprenticeship he is appointed to the department.

PART III.

Officers under Training.

203 A. A Local Government may at its discretion decide, in the case of a subordinate officer who is selected to undergo a course of training at a school, college or other institution, whether the time spent in training shall count as service qualifying for leave; and also whether or not such time shall be regarded as an interruption entailing forfeiture of leave already earned.

Service under other Rules.

204. An officer transferred to an office to which these rules apply is not entitled to Long Leave under them in respect of service rendered in an office to which they do not apply. But service in the Army which under Article 356 counts towards Civil pension qualifies also for leave under Civil rules. Any leave taken by an officer during such service will in the calculation of future leave be treated as if it had been taken under these Regulations.

Service before Discharge, Resignation, or Dismissal.

205. (*a*) An officer who is discharged on reduction of establishment from, or resigns the public service and is re-employed after an interval, cannot, without the permission of the authority sanctioning the re-employment, count his former service towards leave.

(*b*) An officer who is dismissed or removed from the public service and who is reinstated on appeal cannot count his former service towards leave unless the authority who, on revision or appeal, reverses the order of dismissal or removal, declares that his former qualifying service shall count.

Private Secretary.

206. Service as Private Secretary to the Governor-General, a Governor or a Lieutenant-Governor qualifies for leave, provided that the officer (before his appointment as Private Secretary) belonged to the Civil Service (whether the Indian Civil Service or not), or to the Staff Corps, or to any of the Indian Establishments of the British Army.

207. After a continuous service of three years, a Private Secretary whose case is not provided for by the preceding Article, may be granted Leave on Medical Certificate to the extent of one year with a leave allowance equal to half his salary, and subject to a maximum of £1,000 a year.

Press Servants.

208. A Section-writer, or a Press servant, paid under the piece-work system, if granted leave, is not entitled to any allowance whatever during his absence.

Rule of Proportions.

209. The leave-allowances of an officer not subject to the Foreign Service Rules (Part VII) who has served in any appointment the salary of which has been derived either wholly or in part otherwise than from Indian Revenues, is charged according to the Rule of Proportions.

PART II.

Section III.—Retention of Appointment.

Lien on Appointment.

210. An officer on Privilege leave has a lien on his substantive appointment; he has also a lien on his officiating appointment, so long as it is not resumed by an officer having a superior lien on it.

211. (*a*) An officer under the European Service Leave Rules, on ordinary Furlough, or on Special leave, has a lien on his substantive appointment or on a substantive appointment of a like character and not less pay. He has no lien on an acting appointment.

(*b*) On other Furlough a member of the Indian Civil Service or a Military officer subject to the Civil Leave Rules, has no lien; but a Civil Engineer or other officer subject to the European Service Leave Rules has a lien. (*See also Article 313.*)

212. An officer on Long Leave under the Indian Service Leave Rules retains a lien on his substantive appointment, but has no lien on an acting appointment.

213. An officer on Subsidiary leave has or has not a lien on an appointment according as he has or has not such a lien on the first or last day, as the case may be, of the leave to which it is subsidiary.

NOTE.—[A Military officer subject to the Military Leave Rules does not lose his lien during Subsidiary leave preparatory to Furlough.]

214. An officer on leave may not surrender his lien on his substantive appointment, and, except as provided in Articles 90 and 786, a Local Government may not fill up substantively, even for a time, the appointment on which an officer has a lien, without transferring him to another substantive appointment which, save in cases of misbehaviour or inefficiency, must be one of not less pay.

215. An officer cannot obtain ordinary Furlough or Special leave unless he has a substantive appointment.

NOTE 1.—[A Military officer who has officiated continuously in the Civil Department for at least 3 years is an officer with a substantive appointment for the purposes of this rule.]

NOTE 2.—[A Military officer holding the appointment of Commandant or Adjutant of the Burma or Assam Police Battalions retains a lien on his appointment while on furlough under the Military Leave Rules to which he is subject.]

Compulsory Retirement.

216. If a Local Government decides, before an officer whom it has the power to remove from the service leaves India, that he shall not be permitted to return to duty in India, it should give notice to him before he leaves India, so that any remonstrance which he may wish to make may be considered on the spot by an authority fully cognizant of the facts of the case. Such notice should not be postponed until after the officer's departure, and then communicated to him through the Secretary of State.

In cases in which the application of the above rules as to prefixing and affixing holidays to leave is doubtful or inequitable, the Local Government shall decide which officer shall be held to have been in charge and to which the salary of the office for the Sunday or holiday shall be paid.

221. When Subsidiary leave is taken, Furlough and Special leave out of India begin on, and include, the day of the departure from the port where the officer first meets it of the vessel in which he sails. If an officer remains in India after the end of Subsidiary leave, his Furlough or Special leave dates from the beginning of his Subsidiary leave, unless he is specially exempted from forfeiture of his Subsidiary leave by his Local Government under the provision of Article 323 (*b*). Furlough and Special leave out of India end on, and include, the day before the arrival at the port where the officer last quits it of the vessel in which he returns, and Subsidiary leave begins the day after.

NOTE 1.—[The Furlough or Special leave of an officer sailing from Calcutta in a vessel which touches at Madras begins on the departure of the vessel from Calcutta, and not from Madras.]

NOTE 2.—[The day on which the vessel in which the officer sails quits her moorings or anchorage, whether she leaves the limits of the port or not on that day, is the day of the departure of the vessel. The day of arrival of the vessel in which the officer returns, is the day on which the vessel reaches her moorings or anchorage in port.]

221A. Special rules have been laid down in Appendix 6-A for reckoning leave in the case of officers stationed in certain remote districts outside India.

222. An officer taking Furlough or Special leave out of India, whether by itself or in combination with Privilege leave, must report his embarkation, through the Audit Officer, to the Local Government (or other authority) which granted his leave, and his arrival in England to the Secretary of State.

Section V.—Return to Duty.

NOTE.—[With the exception of Article 231, this Section applies to Military officers in Civil employ subject to the Military Leave Rules.]

Permission to Return.

223. An officer may not, without the permission of the authority which granted him leave, return to duty more than fourteen days before the end of Long Leave.

224. An officer on Long Leave in Europe must, if the l[illegible]ave was granted or has been [illegible]echnically leave on medical c[illegible] India Office as to his fitness to return to duty. Ordinarily he must attend at the India Office for examination by the Board, but, in special cases, particularly if he be residing at a distance of more than sixty miles from London, a certificate in a form to be obtained from the India Office from two medical practitioners may be accepted. On the required evidence of fitness being furnished, the officer will receive from the India Office permission to return to India. An officer whose leave was not granted, and has not been extended, on medical

grounds, does not require permission from the India Office to return to India

Page 59. Article 225.

Substitute the following for this Article :—

225 An officer who has taken leave on account of ill-health, whether the leave be technically leave on medical certificate or not, may, if he is residing in India or in any place not mentioned in Article 224, be required by the authority which granted the leave to produce, before he is permitted to return to duty, a medical certificate of fitness signed by such medical officer as the authority may direct.

leave affixed thereto, to resume, as a matter of course, without further orders, the particular appointment which he vacated before his leave. He should report his return to duty as prescribed in Article 228 and await orders.

Change of Appointment.

227. If the appointment of an officer is changed during Long Leave in India, he must join his new appointment within his leave. But if he have not had sufficient notice of the change, the Local Government may allow him joining time. During such joining time his allowances will be the same as for Subsidiary leave on return from Furlough.

Report of Return.

228. A gazetted officer must report his return to duty to the Local Government under which he is employed. A member of the Indian Civil Service on the Bengal Establishment employed directly under the Government of India, returning from Long Leave, must also report his return to the Government of India in the Home Department.

Overstaying Leave.

229 An officer who remains absent after the end of his leave is entitled to no allowance for the period of such absence, and ceases to have a lien on any appointment,—

(i) if his leave was Furlough without Medical Certificate under the European Service Leave Rules ; or Furlough under the Indian Service Leave Rules,—immediately ; and

(ii) if it was Furlough on Medical Certificate, or Special Leave, under

Page 59. Article 229.

Substitute the following for Note 2 under this Article :—

NOTE 2—[Short extensions of leave may be granted retrospectively in India to officers who under certain specified circumstances overstay their leave. See Article 237 (c).]

the period of their furlough on Medical Certificate or leave on Medical Certificate out of India, extensions of such leave not exceeding a week whenever it may be necessary to do so and provided the leave has been earned]

PART III.

230. If the Local Government is satisfied that the default of an officer is due to circumstances beyond his control, it may exempt him from loss of appointment under the preceding Article, but not from loss of allowances during the period of his absence without leave. The Local Government may authorize the payment to an officer subject to the Indian Service Leave Rules of as much as it thinks fit of any allowances during Subsidiary leave under clause (ii) of Article 321 (a), to which he would have been entitled if he had not remained absent after the end of his Furlough, or Leave on Private Affairs, or Leave on Medical Certificate.

NOTE.—[The Local Government may delegate the power exercised by them under the first sentence of this Article to any officer or class of officers subordinate to them not being below the rank of Collector or District Judge.]

231. So long as an officer retains a lien under Section III, or if he is exempted under the preceding Article from loss of appointment, absence after the end of his leave, though not counting as Continuous Service, does not operate as an interruption of Continuous Service or Continuous Active Service.

Section VI.—Combination, Extension, and Commutation of Leave.

232. No kind of leave, except Extraordinary leave under *Articles* 332 and 339, leave under Articles 199 (a), 233, and 288, and in certain cases Examination leave, can be granted in continuation of any other kind of leave; leave under Article 288 may also be followed by any other kind of leave. Any leave granted under these Regulations may be retrospectively changed for any other kind or period of leave for which the officer was qualified when the original leave was granted. The authority who has the power to sanction leave may also commute retrospectively periods of absence without leave into leave without allowances (*see Article 421*).

NOTE.—[Subsidiary leave is not, for the purposes of this rule, regarded as a continuation of leave.]

233. Privilege leave to the amount due may be prefixed as such to Furlough, Leave on Medical Certificate, Special leave on urgent private affairs, Leave on Private Affairs, and Extraordinary leave without allowances, subject to the following conditions:—

(i) when Privilege leave is combined with Furlough, the amount of the combined leave shall not exceed two years;

(ii) when Privilege leave is combined with Special leave under the European Service Leave Rules or Leave on Private Affairs *under the Indian Service Leave Rules, the combined leave shall* not exceed six months;

(iii) when, however, Furlough, Special leave, or Leave on Private Affairs, granted in combination with Privilege leave, is extended on medical certificate, the full period of Furlough, Special leave, or Leave on Private Affairs ordinarily admissible under rule may be allowed irrespective of the limits prescribed in clauses (i) and (ii);

No. 340.

Page 61, Article 233—

Insert the following as Note 1 under this Article renumbering the existing note as Note 2 :—

NOTE 1 —Clause (iii) of this Article does not apply to military officers in civil employ who are subject to the Military Leave Rules. In their case the rules in the Army Regulations, limiting the total period of absence from duty will apply

(5th Edition, No. 340, dated the 2nd March 1914)

Article 233. If on the other hand an officer returns from leave before the end of the minimum period of six months fixed by clause (iv) of the Article, the requirements of the rule shall be held to have been practically met if the date of return is not more than 14 days before the end of the six months]

234. The grant of extension of Furlough, under Article 232 (otherwise than on medical certificate), is subject to proviso (v) under Article 308 (*b*).

235. If an officer subject to the Indian Service Leave Rules, who is absent on Leave on Private Affairs or on Furlough, takes in continuation Leave on Medical Certificate under Article 336, the whole of his absence is treated as leave under that Article

236. Extraordinary leave without allowances cannot be converted retrospectively into Leave on Medical Certificate; but Leave on Medical Certificate may be given in continuation of Extraordinary leave without allowances.

No. 331.

Page 61, Article 237.

Substitute the following for clause (a) of this Article :—

237 (*a*). An officer absent on long leave in Europe, North Africa, America, or the West Indies, who wishes to have his leave extended or commuted must apply to the Secretary of State about three months before the expiration of his leave and, unless the extension is desired on medical grounds or is for a period of not more than 14 days, he must produce with his application evidence that the Local Government has been referred to by him, and has no objection to the extension or commutation desired. If the officer is on medical leave and desires an extension for more than 14 days, or if he is on other leave and desires an extension on medical grounds, he must satisfy the Medical Board at the India Office of the necessity for the extension. If application for extension be delayed until the last two months of leave, advice[1] of any extension granted for a period of more than seven days will be sent to India by telegraph and the cost of the telegram will ordinarily be charged to the officer.

1. In the case of a Commissioned Medical Officer, the Local Government should make a reference to the Director General, Indian Medical Service, before granting the permission.

(5th Edition, No. 331, dated the 19th November 1913.)

medical certificate or leave on medical ...

the circumstances seem to require it up to a maximum of 14 days inclusive of any short extension that may have been granted by the Secretary of State.

230. If the Local Government is satisfied that the default of an officer is due to circumstances beyond his control, it may exempt him from loss of appointment under the preceding Article, but not from loss of allowances during the period of his absence without leave. The Local Government may authorize the payment to an officer subject to the Indian Service Leave Rules of as much as it thinks fit of any allowances during Subsidiary leave under clause (*ii*) of Article 321 (*a*), to which he would have been entitled if he had not remained absent after the end of his Furlough, or Leave on Private Affairs, or Leave on Medical Certificate.

NOTE.—[The Local Government may delegate the power exercised by them under the first sentence of this Article to any officer or class of officers subordinate to them not being below the rank of Collector or District Judge.]

231. So long as an officer retains a lien under Section III, or if he is exempted under the preceding Article from loss of appointment, absence after the end of his leave, though not counting as Continuous Service, does not operate as an interruption of Continuous Service or Continuous Active Service.

Section VI.—Combination, Extension, and Commutation of Leave.

232. No kind of leave, except Extraordinary leave under Articles 332 and 339, leave under Articles 199 (*a*), 233, and 288, and in certain cases Examination leave, can be granted in continuation of any other kind of leave; leave under Article 288 *may also be followed by any other kind of* leave. Any leave granted under these Regulations may be retrospectively changed for any other kind or period of leave for which the officer was qualified when the original leave was granted. The authority who has the power to sanction leave may also commute retrospectively periods of absence without leave into leave without allowances (*see Article 421*).

NOTE.—[Subsidiary leave is not, for the purposes of this rule, regarded as a continuation of leave.]

233. Privilege leave to the amount due may be prefixed as such to Furlough, Leave on Medical Certificate, Special leave on urgent private affairs, Leave on Private Affairs, and Extraordinary leave without allowances, subject to the following conditions:—

(i) when Privilege leave is combined with Furlough, the amount of the combined leave shall not exceed two years;

(ii) when Privilege leave is combined with Special leave under the European Service Leave Rules or Leave on Private Affairs under the Indian Service Leave Rules, the combined leave shall not exceed six months;

(iii) when, however, Furlough, Special leave, or Leave on Private Affairs, granted in combination with Privilege leave, is extended on medical certificate, the full period of Furlough, Special leave, or Leave on Private Affairs ordinarily admissible under rule may be allowed irrespective of the limits prescribed in clauses (i) and (ii);

(*b*) Judges of High Courts (see Chapter XXIII).

(*c*) Barristers holding the appointments referred to in Chapter XXIV except as stated in that Chapter.

(*d*) Ecclesiastical officers appointed before 29th July 1906. But Articles 264, 279 and 280 do apply (see Chapter XXVII).

(*e*) Law officers, except as stated in Chapter XXXI.

(*f*) State Railway Establishments, except as stated in Chapter XXXII.

(*g*) Bengal Covenanted Pilots, except as stated in Chapter XXXIII.

(*h*) Port Blair Police (see Chapter XXXIV).

(*i*) Calcutta and Suburban Police Forces (see Chapter XXXVI).

1. Medical Storekeepers to Government and Subordinates of the Army employed in the [illegible]

Temporary and Non-Continuous Service.

242. (*a*) An officer who has a temporary or officiating appointment only may be allowed Privilege leave, without losing his lien on such appointment, if no substitute is required, or if his duties can be provided for without additional expense.

(*b*) If such an officer is, without interruption of his service, appointed *to a permanent office, his temporary or officiating service may be treated as* duty qualifying for Privilege leave.

NOTE.—[This rule does not apply to the State Railway officers whose service is classed under clauses (*c*) and (*d*) of Article 659.]

243. Privilege leave is not allowed to an officer employed in an establishment the duties of which are not continuous, but are restricted to certain fixed periods in each year. (*See also Article* 369.)

Petty Military Officers.

244. Privilege leave may be granted under this Chapter to a Military Hospital Assistant temporarily lent to the Civil Department. A Hospital Assistant is not entitled to Privilege leave in respect of duty done in the Military Department.

Seamen.

245. An officer or seaman attached to a Pilot vessel at the Sandheads may, in addition to the Privilege leave admissible under this Chapter, be allowed one month's leave on shore, beginning on the date of his arrival at Calcutta, after four months' continuous duty at the Sandheads.

Section II.—Privilege Leave—Ordinary Rules.

Amount earned.

246. The amount of Privilege leave earned by an officer is one-eleventh part of the time during which he has been on duty without interruption:

Provided that no Privilege leave can be earned by an officer by duty performed while three months' such leave is due to him, and that, whenever duty is interrupted, all claim to Privilege leave earned therefore is forfeited. Absence on Privilege leave, though not counting as duty is not an interruption of duty within the meaning of this Article.

247. The calculation must be made as follows:—One calendar month for every eleven complete calendar months of duty, and one day for every *eleven days of the balance.*

Qualifying Service.

248. When an officer is first appointed to the public service, duty qualifying for Privilege leave does not begin until he takes charge of his office.

249. Time spent on Subsidiary leave does not qualify for Privilege leave, but if an officer, returning from leave, not before the expiration thereof, be only for the convenience of the Local Government and not for any fault of his own, prevented from joining an appointment on which he has a lien, or be kept out of employ on Subsistence allowance, then duty qualifying for Privilege leave begins on the day on which he presents himself to the Local Government ready for duty.

250. (*a*) In calculating the Privilege leave of a Military officer no distinction should be made between an officer who has a substantive Civil appointment and one who is merely officiating in the Civil Department.

(*b*) *The leave is earned by uninterrupted duty in either the Civil or the* Military Department. But a Military officer who has taken in any calendar year the whole or a portion of the Privilege leave admissible to him for that year, under Military Rules, does not begin to count service for Privilege leave in the Civil Department until the first day of the following year.

Limit.

251. The amount of Privilege leave admissible at one time is limited to three calendar months.

amount of overstay,—that is, eleven times the period of overstay.

Amount due.

252. The Privilege leave due to an officer is the Privilege leave which he has earned since the last interruption of duty, less the period during which he has been absent on Privilege leave.

Interruptions of Duty.

253. If an officer remains absent after the end of Privilege leave, his duty is interrupted within the meaning of Articles 246 and 260. But if the Local Government considers that his default was due to circumstances beyond his control, it may remit the penalty.

NOTE.—[The Local Government may delegate the power exercised by them under this Article to any officer or class of officers subordinate to them not being below the rank of Collector or District Judge.]

254. If an officer remains absent after the end of Examination leave, or of Joining Time, the period of absence cannot count as duty qualifying for Privilege leave, and, unless the absence is accounted for to the satisfaction of the Local Government, it is an interruption of duty.

NOTE.—[The Local Government may delegate the power exercised by them under this Article to any officer or class of officers subordinate to them not being below the rank of Collector or District Judge.]

255. (a) Leave under Articles 279 and 280 may, if the examination for

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No. 215.

Page 65. Article 256.

Substitute the following for this Article:—

256. Hospital leave under Articles 287, 288 and 291 and leave on medical certificate under Articles 661 and 663 are not interruptions of duty.

(8th Edition, No. 215, dated 2-11-1911.)

258. Suspension from office pending enquiry into an officer's conduct interrupts duty or not as may be decided in each case by the authority having power to pass final orders in the case. Time passed under suspension does not qualify for Privilege leave, unless, in any case, such authority expressly orders that it shall so qualify.

259. "Leave in India" under Rule 1 of the Leave Rules for the Staff Corps is an interruption of duty.

Condition of Grant.

260. To an officer who has been on duty, without interruption, for eleven calendar months, and who has not, for six calendar months, been absent on Privilege leave, the whole or any part of the Privilege leave due to him may be granted. But when Privilege leave is combined with other leave under Article 233, the amount due may be granted irrespective of these conditions.

1. The condition prescribed in this Article by which an interval of six months is required to elapse between two periods of absence on Privilege leave, does not apply to officers of the State Railway Revenue Establishment referred to in Articles 661 and 663, nor to Gazetted Officers of the Opium Department.

PART III.

No. 356.

Page 66. Article 265.

Substitute the following for this Article :—

265. If an officer, on transfer from one appointment to another, obtains privilege leave without joining his new office, his leave allowance shall not be less than it would have been if he had joined his new office before taking leave, provided that the rate of pay attached to the new appointment is not different from and higher than the rate of pay attached to the old appointment. Where, however, the transfer involves an increase in the officer's duties or responsibilities, and is to an office on a different and higher rate of pay from that drawn by the officer in the old office, the officer shall not draw the higher rate of salary until he actually joins his new office.

6 EXAMPLE.—The rate of pay drawn by a Collector and by an Accountant General is different from and higher than the rate of pay drawn by a Joint Magistrate or by an officer in Class I of the Indian Finance Department respectively.

(5th Edition, No. 356, dated 1st October 1914.)

... (except in case of death) upon ... to duty on the expiry of such leave or vacation.

6 (5th Edition, No 62, dated 1-12-10)

265. If an officer, on transfer from one appointment to another, obtains Privilege leave without joining his new office, his leave allowance shall not be less than it would have been if he had joined his new office before taking leave.

266. An officer who holds an appointment sanctioned for not more than six months is not entitled, during Privilege leave, to the special rate of pay of, or any special allowance attached to, the appointment.

Local Allowances how affected.

267. A Local Allowance may be drawn by an officer on Privilege leave only if there is no *locum tenens* to whom it is payable.

1. An officer on Privilege leave may draw Presidency allowance or Presidency house-rent, provided that no extra expense is thereby caused to the State and provided his previous rate of expenditure for a house is continued during his absence.

NOTE.—[This rule applies also to officers in receipt of house-rent allowances at Shillong.]

2. The Local Allowances known as Burma Assam and ... Local Allowance ...

... of the ...

... Provincial Force ... Andamans who are recruited from Burma ...

House-rent, Horse Allowances, Tentage, etc.

268. In the Bombay Presidency, an officer on Privilege leave may draw the house-rent attached to his appointment, if he places his house at the disposal of the officer, if any, who officiates for him. The officiating officer cannot, in such case, draw the house-rent attached to the appointment. But

if the officer, for a reason which the Local Government considers sufficient refuses the accommodation placed at his disposal, the allowance is to be drawn by him and not by the absentee.

1 Constables of the Bombay City Police while on leave under Article 288 may draw the house rent allowance admissible to them, provided it is not paid to their substitutes

269. A Military Medical Subordinate employed in the Civil Department may, when on Privilege leave, draw the special allowances of his appointment, such as house-rent, horse allowance, etc., provided that they are not drawn by any other officer during his absence.

270. In the Madras Presidency, an officer on Privilege leave is entitled to draw his ordinary tentage, the officer officiating for him being allowed to draw only the tentage of his substantive rank.

Section III.—Privilege leave in cases of regular vacations.

No. 63.

Page 67. Article 271.

Insert the following as a Note under this Article:—

NOTE.—[The rule in this Article does not apply to the Judicial Commissioners and Additional Judicial Commissioners of Oudh, Sindh and the Central Provinces in cases where the conditions of the note to Article 278 are satisfied.]

(6th Edition, No. 63, dated 1-12-10)

272. The preceding Article does not apply to the case of an officer who is by general or special orders issued by competent authority prevented in any year from availing himself o[illegible]
to remain at his post on dut[illegible]
under the ordinary rules. F[illegible]
case be combined with vacation.

NOTE.—[In the case [illegible]
tion is that he will avail [illegible]
[illegible]
with Privilege leave on half salary, to the extent due, granted under Article 271.]

273. An o[illegible]
portion of the [illegible]
provided he ha[illegible]
the vacation. If he has been absent for more than fifteen days, his title to Privilege leave is regulated by Articles 271 and 274. Any such officer applying for Privilege leave must attach to his application a certificate either—

(i) that he was not absent from his station for more than fifteen days, or

PART III.

(ii) that he was absent from his station for a specified number of days exceeding fifteen,

in any of the vacations included in the period of service by which the Privilege leave claimed has been earned.

Note.—[Absence on duty, whether within or out of jurisdiction, is not absence from station for the purposes of this Article]

274 An officer who is, by general or special orders issued by competent authority prevented from availing himself of a part only of a periodical vacation, may, during Privilege leave subsequently taken, draw his full salary for a period bearing the same proportion, if the vacation be annual, to a month, or if it be half-yearly, to half a month, as the time spent on duty during the vacation bears to the whole vacation.

275. An officer transferred from a department to which the ordinary Privilege leave rules apply to one in which Articles 271 to 274 apply, loses all claim to take the Privilege leave at his credit, provided that—

(i) Any Privilege leave granted to him during the first three years after his transfer under Articles 271 to 274 may, to the extent of the Privilege leave at his credit as aforesaid, be leave on full salary not exceeding the salary which would have been admissible if he had taken the leave immediately before being transferred.

(ii) If he returns to a department in which Privilege leave is regulated by the ordinary rules, he shall be reckoned on such return to have at his credit the amount of leave which was at his credit at the time of the first transfer, less any amount enjoyed under Proviso (i).

276. The reckoning under the preceding Article shall not, in any ca[illegible] extend backwards over an interruption of duty.

277. Officers to whom Privilege leave under the ordinary rules and [con]ditions is not admissible (Article 271), may combine vacation with Leave (either at the beginning or end thereof) on the same conditio[ns as] those on which other officers are allowed to combine Privilege leave [under] Article 233.

278. The foregoing rules do not apply to District and Sessions Ju[dges;] to them privilege leave is granted under the ordinary rules.

).63.

District and Sessions Judges may combine—

(a) privilege leave with long leave under the conditions of Article

(b) vacation with either privilege leave or long leave taken separ[ately] when such combination can be arranged without addit[ional] expenditure, and is admissible under the terms of Article [...] the days occupied by the vacation being treated for this pu[rpose] as gazetted holidays.

They may not, however, take vacation together with combined leave

Section IV.—Examination Leave.

279. In cases not specially provided for in this section, permission to appear at an optional examination prescribed by Government in any of the

Oriental languages carries with it the grant of joining time (excluding the time allowed for preparation) to and from the place of examination, besides leave for the day or days of examination.

280. (*a*) A candidate for a reward by the Higher Standard in Arabic, or High Proficiency in Arabic, or Persian, may be allowed either (i) leave for one month before the examination and, if he passes, for another month after it, or (ii) if he undertakes to spend it in study under professional tuition at a Presidency town, the whole period of two months before the examination.

(*b*) An officer who is a candidate for the Degree of Honour in Arabic or Persian, may be allowed either leave for two months under clause (*a*), or, if he [illegible] for six [illegible] of the [illegible] is leave even when they are candidates only for the Higher Standard or High Proficiency test in Arabic or Persian.

NOTE—[Leave [illegible]

No. 11.

Page 69. Article 280.

Insert the following as a note under clause (d) of this Article :—

NOTE—[An officer serving in a department in which regular vacations are allowed is entitled during examination leave, to a leave allowance equal to the salary which he would receive if he were on duty in the appointment on which he has a lien.]

(5th Edition, No. 11, dated 1-8-10.)

[illegible] were on [illegible], for an aggregate maximum period of twelve months.

281. An officer of the Burma Commission, who has passed an elementary examination in Chinese, and is a candidate for the reward of Rs. 2,000, may, on [illegible] Privilege [illegible]

(2) Furlough or (3) Privilege leave and Furlough combined under Article 233, provided that in the case of (2) and (3) the whole period of absence shall not exceed two years, exclusive of Subsidiary leave. But Privilege leave cannot be allowed in continuation if the officer fails to pass the examination.

Such leave can be granted only once to any officer.

NOTE.—[Leave granted under Articles 280 and 281 covers the whole period of absence from regular duty, including the day or days of examination and the time spent in proceeding to and from the place of examination. The leave cannot be taken in instalments.]

282. Except as provided in Articles 280 and 281, no kind of leave, except Furlough on medical certificate, may be granted in continuation of Examination leave.

283. The rules in this Section apply to Military officers subject to the Military Leave Rules serving in any Civil Department other than the Public Works, Railway, the Survey of India and Forest Departments, to which Departments they are not applicable.

PART III.

Departmental Examinations.

284. (*a*) An officer while absent from his office or from his station to attend an obligatory Departmental Examination, or (in the Punjab) an examination in Pushtu or Baluchi, is considered to be on duty.

(*b*) Leave may not be given under this Article to an officer to prepare for examination, or for recreation after examination. A reasonable time, including the day or days of examination, should be allowed for the journey to and from the place of examination, and nothing more.

285. An officer permitted to present himself at any examination which must be passed before a person is eligible for a higher subordinate appointment in any branch of the service, such as a Deputy Magistracy, may, under the orders of his immediate departmental superior, be allowed leave of absence for the number of days actually necessary to enable him to attend at the examination. During this short absence, no deduction will be made from the officer's allowances, unless the head of the office finds such deduction necessary to enable him to make arrangements for carrying on the work. Such leave should not be allowed more than twice for each standard of examination.

286. Leave may not be granted under this Section to a Military officer subject to the Military Leave Rules to enable him to pass an examination under Article 684, Army Regulations, India, Volume I, Part I.

Section V.—Hospital Leave.

Jail Warders; Postal Officers; Peons and Guards.

287. A Jail Warder (except in Bengal), Warder of a Lunatic Asylum, Postman, Mail Carrier or Mail Coachman, or a Peon or a Guard in permanent employ whose case is not provided for in Article 288, while ill in hospital or dispensary, or receiving medical aid as an out-door patient of the hospital

No. 112.

Page 70. Article 287.

Substitute the following for this Article:—

287. A Jail Warder (except in Bengal and Eastern Bengal and Assam), Warder of a Lunatic Asylum, Postman, Mail Carrier or Mail Coachman, c a Peon or a Guard in permanent employ whose case is not provided for i Article 288, while ill in hospital or dispensary, or receiving medical aid as a out-door patient of the hospital or dispensary of the station at which he serve may, without reference to the allowance paid to his substitute, be allowe half-pay for a period not exceeding six months altogether in any one term three years, whether such leave be taken in one period or by instalment The Director General of the Post Office may grant full pay for three mont to a Postman, Mail Carrier, or Mail Coachman under exception circumstances, as, for example, if he is wounded by robbers or a wild anim and may also, at his discretion, dispense with the condition requiri attendance a[illegible] H[illegible] full [illegible] in India for [illegible] Mail Servic[illegible] the conditions under which such leave is granted to State Railway employ by the Managers of State Railways under Article 665.

Pages 70-71. Article 288.

Substitute the following for this Article :—

288. A Police officer enrolled under any Act of the Legislature (not being a member of the Port Blair Police Force), whose pay does not exceed Rs 20, or if he be a member of the Bombay City Police force, Rs. 25, or an officer of the Northern India Salt Revenue Department, or of the Madras Salt and Abkari Department, or of the Bengal Salt Department, or of the Bombay Salt and Abkari Departments (including officers of the Opium Preventive Service) whose pay does not exceed Rs. 20, or a Head warder, a warder or an orderly belonging to the Jail Department in Bengal, or a Head warder or warder of the Jail Department in Eastern Bengal and

... while sick in hospital ... the station or head- ... at the discretion of the sanctioning authority, leave of absence from duty for six months altogether in any period of three years. Such leave may be taken in one period or by ... followed by, or taken in continuation of, any other ... For the first three months of such ... d for the remaining three months half pay, without the restriction ... extra cost shall be imposed upon the State: Provided always that this concession shall be confined strictly to cases in which illness shall be certified not to have been caused by irregular

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No. 216.

Page 71.

Insert the following as a new Article :—

School mistresses.

288A Maternity leave of absence from duty may be granted on full pay by a Local Government or any subordinate authority empowered in this behalf whether by general or special order by a Local Government to school mistresses for a period which shall not ordinarily exceed two months, but which may be extended to 3 months at the discretion of the sanctioning authority.

(5th Edition, No. 216, dated 2-11-1911.)

shore appointment is not entitled to this concession.

NOTE.—[The provisions of this Article apply to the crew of the Indo-European Telegraph Department Steamer.]

290. A seaman disabled while in the discharge of duty may be allowed pay at harbour rates for a period not exceeding three months, provided that the injuries from which he is disabled are certified to by a Government Medical Officer, and are not owing to the seaman's own carelessness or inexperience, and that the vacancy caused by his absence is not filled up.

291. An Engineer of the Marine Department, an employé in a Government Press, a subordinate employé (including a temporary or extra employé) in an Ordnance or Government Dockyard establishment, a syce whether permanent or temporary in charge of a Government stallion, or a public servant in a Commissariat establishment may, during absence from work on account of injuries received in the course of his duty, be allowed full pay for one month, and thereafter half pay for three months.

292. A Dockyard artificer on the permanent establishment may, in case of ordinary sickness, be allowed full pay for a week, if his work can be carried on without a substitute and without inconvenience, but no pay can be allowed to him—

(i) if it be necessary to appoint a substitute ; or,
(ii) if his absence be prolonged beyond a week, whether it be necessary to appoint a substitute or not.

Hospital Servants, Madras and Bombay.

293. Half-pay for a period not exceeding six months altogether, in any one term of three years, whether the leave be taken in one period or by instalments, may be granted to the following hospital servants, during their absence on account of illness, without reference to the allowance paid to their substitutes, on production of a certificate declaring that the person concerned is an in-patient, and under treatment for a disease not the result of imprudence :—Ward attendants, Toties, Bearers, Cooks, Cook's mate, Cook's assistant mate, in the Presidency Town of Madras ; and Ward attendants (including dispensary servants, and dressers), Cooks, Sweepers, Bhistis, Dhobis, in the Bombay Presidency.

Presidency Public Works Workshops, Madras.

294. Labourers in the Presidency Public Works Workshops, Madras, employed on daily wages, when temporarily absent from work in consequence of injuries sustained on duty in the Workshops, may, on production of a medical certificate, signed by a properly qualified officer of Government, recommending their absence from work, be granted, under the special orders of the Superintendent or officer in charge of the Workshops, allowances not exceeding those sanctioned in Article 666 for Labourers in State Railway Workshops.

Section VI.—Leave during Recess.

295. Leave during the Recess may be granted by the Head of the Party to which he belongs to—

() a Native Surveyor or other subordinate in the Survey of India, or in the traverse Survey Party of the Central Provinces, whose service is superior,—on half pay or less (payable on return to duty), or without pay ;
(ii) a Lower Subordinate in the Forest Survey, or a Forest Subordinate in Kumaun and Garhwal and the following sub-montane divisions :—Pilibhit, Kheri, Bahraich, Gonda and part of Gorakhpur,—on half pay (payable on return to duty) ;
(iii) to such of the Tindals, Mates, Khalasis, Jamadars, Chaprasis, Burkandazes attached to any Party of the Survey of India or to the traverse Survey Party in the Central Provinces as the Head of the Party may deem it desirable to re-entertain for the ensuing season—on allowances not exceeding half pay (payable on return to duty) :

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absence on account of illness without ...

No. 190.

Page 72. Article 295.

Substitute the following for this Article and the heading thereto :—

Section VI.—Departmental Leave.

295. Departmental leave may be granted during the Recess by the Head of the Party or Office to which he belongs to—

(i) a Native Surveyor or other subordinate in the Survey of India, or in the traverse Survey Party of the Central Provinces, whose service is superior,—on half pay or less (payable on return to duty), or without pay ;

(ii) Forest Subordinate in Kumaun and Garhwal and the following sub-montane divisions :—Pilibhit, Kheri, Bahraich, Gonda and part of Gorakhpur,—on half pay (payable on return to duty) ;

(iii) such of the Tindals, Mates, Khalasis, Jamadars, Chaprasis, Burkandazes attached to any Party or Office of the Survey of India or to the traverse Survey Party in the Central Provinces, as the Head of the Party or Office may deem it desirable to re-entertain for the ensuing season—on allowances not exceeding half pay (payable on return to duty):

Provided always that the officer returns to duty when required by his superior officers.

1. Superintendents in charge of Survey circles and the Superintendent of the Trigonometrical Survey may, at their discretion and in the interest of Government, grant departmental leave, not exceeding six months at a time, to officers mentioned in clauses (i) and (iii) at times other than the Recess ; and the Surveyor General may in special cases extend any departmental leave granted under this article or under this rule to a period not exceeding one year in all. Particular care should, however, be taken that the grant of departmental leave in such cases does not override the provisions of Chapter XIV of these Regulations, and in all cases where an extension of the departmental leave is asked for on a medical certificate, the entire absence should be converted into leave under Article 336

2. This Article does not apply to the establishments attached to the Head Quarters Offices, Calcutta and Dehra Dun.

(F[illegible] No. 190, dated 1-6-11.)

Provided always that the officer returns to duty when required by his superior officers.

... an officer who is entitled to ... a Lower Subordinate in the ... the Traverse Survey Party of the Central Provinces, or a Forest Subordinate in the tracts mentioned in Article 295 (ii), who is prevented from availing himself of leave during Recess, may be allowed to take Privilege leave under the ordinary rules, service towards such leave counting from the date of return from Recess leave. Privilege leave will not be granted except upon a certificate, from the Head of the Party to which the officer is attached, that he was prevented from availing himself of the Recess leave in consequence of the exigencies of the service.

Chapter XIII.—Long Leave—European Services.

Section I.—Extent of Application.

... in this Chapter apply to—

S. O. 234

No. 234.

Page 73. Article 297.

Delete ...

341

No. 341.

Page 73, Article 297—

Substitute the following for the entry "Judicial Department" under clause (e) of this Article, as amended by correction slip No. 234, dated the 2nd January 1912.

(1) Judges (other than Chief Judges) and Registrars of Presidency Small Cause Courts; Presidency Magistrates; Legal Remembrancer and Secretary to the Legislative Council, Punjab; when these appointments are held by Barristers or Solicitors

... and ... Sale, ...

(4th Edition, No. 341, dated the 2nd March 1914.)

JAIL DEPARTMENT.—Inspectors General and Superintendents of Central and Presidency Jails.

EDUCA... ...ons:—Lawrence M... ...ncy College, ...;

BERAR COMMISSION.—Assistant Commissioners ... higher rank appointed by the Secretary of State, or with his particular sanction.

PORT BLAIR COMMISSION.—Assistant Superintendents and officers of higher rank.

PART III.

ACCOUNT DEPARTMENT (CIVIL)—Enrolled List—

(1) Officers appointed in England by the Secretary of State.

(2) Other officers on pay not less than Rs. 800 a month.

ACCOUNT DEPARTMENT (POSTAL).—Comptroller and Senior Deputy Comptroller, Post Office.

MILITARY ACCOUNTS DEPARTMENT.—Civilian Members in the grade of Military Accountant, 4th class, on Rs 1,000 a month, or in any higher grade.

POSTAL DEPARTMENT.—Officers of higher rank than Superintendent.

OPIUM DEPARTMENT.—Sub-Deputy Opium Agents and officers of higher rank.

SALT DEPARTMENT.—Assistant Commissioners and Assistant Collectors and officers of higher rank.

MINOR SCIENTIFIC DEPARTMENTS.—Civil officers of the Civil Veterinary Department and all other officers originally apppointed to the public service by the Secretary of State or with his special sanction.

ARCHÆOLOGICAL DEPARTMENT.—Director-General, Epigraphist, and Superintendents of circles.

IMPERIAL CUSTOMS DEPARTMENT—

(1) Officers appointed in England by the Secretary of State.

(2) Other officers on pay of not less than Rs. 900 a month.

PUBLIC WORKS AND RAILWAY DEPARTMENTS *General.*—Officers of the Engineer Establishment, the Superior Accounts Branch, and the Superior Revenue Establishment of State Railways, appointed thereto by the Secretary of State or with his particular sanction.

Engineer Establishment.—Engineer officers of whatever rank in the Department, who belong to the Imperial Branch of the establishment.

Executive Engineers of grade II and officers of higher rank, except those who were appointed as Natives of India or who belong to the Provincial Branch of the establishment.

Special Engineers (ungraded) who were taken over from the service of Guaranteed Railway Companies when the line were transferred from the Companies to the Government, from the time they reach a substantive pay of Rs. 850 or over.

Superior Accounts Branch.—Officers of class IV, grade 2, and of higher rank.

Superior Revenue Establishment of State Railways.—Officers of class II, grade 2, and higher rank of the Managerial, Traffic, Locomotive and Stores Departments.

Government of India, Public Works Department Secretariat.—Under Secretary not being a member of a graded establishment.

INDIAN TELEGRAPH DEPARTMENT.—The Imperial Branch of the Department.

INDO-EUROPEAN TELEGRAPH DEPARTMENT.—Officers of the graded establishment of Directors; Electrician; Superintendents and Assistant Superintendents.

Medical officers, if appointed by the Secretary of State.

The Commander, First and Second Officers, and Chief Engineer of the Cable Ship

MARINE DEPARTMENT.—Constructors, Bombay and Kidderpore Dock-yards.

OTHER OFFICERS.—The First Engineer and Shipwright Surveyor to the Government of Bengal/the Agent for Government Consignments, Calcutta, and the Personal Assistant to the Secretary to the Government of India in the Legislative Department.

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PART III.

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Rules

NOTE 2.—(All leave falling within clause (a) (2) of this Article counts towards the maximum limit in Article 299, even though it may not be taken into account in calculating the amount of furlough earned under Article 303.)

(5th Edition, No. 349, dated the 10th June 1914.)

Leave after completion of term of Service

301. (a) The limitations affecting members of the Indian Civil Service whose term of service is complete, are prescribed in Article 555, and those affecting Military Officers, in Article 620.

(b) Any other officer subject to the rules of this Chapter who is retained in the service after the age of fifty-five years may, after attaining that age, be granted Privilege leave or any Special leave to which he may be otherwise entitled or Subsidiary Leave preparatory to retirement, or Extraordinary leave without allowances under Article 332. The total leave granted, under the heads of Special or Extraordinary, must not exceed six months in all. No other kind of leave may be granted, and any leave, other than Privilege leave or Special leave or Subsidiary Leave preparatory to retirement, granted to such an officer before the date on which he attains the age of fifty-five years, ceases to have effect on that date.

Page 75. Article 302.

Insert the following as a Note under this Article :—

NOTE.—(In the case of a Military Officer subject to the Civil Leave Rules of this Article has effect only from the date on which he becomes subject to those rules (see rules 1 and 2 under Article 351, furlough in respect of previous service being credited under Article 303.)

(5th Edition, No. 349, dated the 10th June 1914.)

303. A Military officer subject to Civil rules may, if he desire it, add to Furlough earned by service under Civil rules an amount of Furlough in respect of his previous service calculated as shown below. Such an officer may be granted at any time any leave which he has earned under Civil rules, and may defer or forego the leave he has earned under Military Regulations.

(i) An officer who, at the time of coming under Civil Leave Rules, was subject to the Military Furlough Regulations of 1868 or 1875, may be credited with the Furlough that may have accrued to him, less any Furlough already taken which, under those rules, would reduce the amount of Furlough due. The amount of Furlough accrued shall, in that case, be calculated proportionably on the whole service qualifying for Furlough without reference to the minimum periods of service which those rules require to be rendered before Furlough can be granted.

(ii) The service for Furlough of an officer whose case does not fall under clause (iii) of this Article, and who, when he came under the Civil Leave Rules, was subject to the Staff Corps Leave Rules (1886), shall be calculated in accordance with Article 302 retrospectively from the date of his arrival in India, *i e.*, he shall be credited with Furlough equivalent to one-fourth of his Active Service as defined in Article 8, less any leave with pay out of India actually taken. The provisions of this clause apply to officers of the Royal Engineers in Civil employ who, while serving under British Army Leave Rules, either (1) have elected for continuous service in India, whether the election was made before or after their entry into Civil employment, or (2) have completed five years' Indian Service and elect to come under Civil Leave Rules

Note.—[An officer of the Royal Engineers who has not elected for continuous service in India remains under British Army Leave Rules till he completes five years' Indian Service.]

(iii) In the case of an officer who, before electing the Leave Rules for the Staff Corps (1886), was subject to the Military Furlough Regulations of 1868 or 1875, the amount of furlough to be added to Furlough earned under the Civil Leave Rules shall be *calculated in the following manner:—*

(a) for the period the officer was subject to the Military Furlough Regulations of 1868 or 1875 he shall be credited with Furlough calculated in accordance with clause (i) of this Article;

(b) for the period the officer was under the Leave Rules for the Staff [illegible] ted in [illegible] alcula- [illegible] Staff [illegible]

Note.—[When a Military officer becomes subject to the Civil Leave Rules, the Account officer in charge of his record of pension service will, on application and on being furnished with the date of commencement of Active Service, furnish to the Audit Officer to whose audit he becomes subject, a memorandum showing the Furlough earned, the different kinds of leave taken (distinguishing those which should be deducted from the *maximum* Furlough admissible), and the balance of Furlough due under Military Rules.]

Furlough Due.

304. The amount of Furlough " due " to an officer is the amount which he has " earned, " diminished—

(*a*) in the case of a member of the Indian Civil Service or a Military officer subject to the Civil Leave Rules, by the Furlough which he has enjoyed under these rules ;

(*b*) in the case of an officer other than an officer of the Indian Civil Service or the Army by the Furlough or Special leave with allowance, which he has enjoyed under these rules. (*See also Article* 305.)

305. The following rules regulate the calculation of the Furlough due to an officer who, after being subject to the Indian Service Leave Rules, becomes entitled to the rules contained in this Chapter :—

(*a*) In the case of an officer who becomes entitled to the rules in this Chapter on or after 11th October 1893, the date of receipt of the Secretary of State's Despatch No. 188 of September 21, 1893, by reason of his acquiring on or after that date the qualification specified in Article 297 (*d*) or (*e*) :—

(i) The amount of Furlough due to him shall be taken at one-eighth of his active service while under the Indian Service Leave Rules, less the amount of Furlough or of Leave on Private Affairs enjoyed by him under Articles 337 and 338.

(ii) Leave on Medical Certificate shall in this calculation reckon neither as service qualifying for Furlough nor as Furlough taken, but the amount of Furlough due shall not exceed the amount which would be due if the officer had been under the European Service Leave Rules from the beginning of his service and the leave taken by him on medical certificate had been Furlough on medical certificate under the rules in this Chapter.

(*b*) In the case of an officer who is brought under the rules in this Chapter for the first time, by the operation of the orders in the despatch of the 21st September 1893, but who would have come under them at an earlier date if they had been in force at the time, the calculation of Furlough and other leave due shall be made as follows :—

(i) If under those orders he would have been under the rules in this Chapter from the commencement of his service, the calculation shall be made as if such rules had applied to him from the commencement of his service, and all leave taken by him had been taken under those rules.

(ii) If under those orders he would at some stage in his service have passed from the Indian Service Leave Rules to the rules in this Chapter, then the calculation shall be made under the rules in clause *a*) under this Article, as if he had come under the rules in this Chapter at such earlier stage. He shall be held to have been under the rules in this Chapter from the said earlier date,

and all Furlough, Leave on Private Affairs, or Leave on Medical Certificate taken after such date shall be treated as Furlough taken under the rules in this Chapter.

Provided that in the case of the officers mentioned in Article 297 (c) who came under the rules in this Chapter before the 11th October 1893, the calculation shall continue to be made under the following rules:—

In calculating the Furlough "earned" only half the Active Service rendered by the officer in offices other than those included in Article 330 of the Second Edition of these Regulations is taken into account The whole of the Active Service rendered by the officer whilst officiating in any of those offices is taken into account

In calculating the Furlough "due" the Furlough "earned" is diminished by the Furlough, Leave on Private Affairs and Leave on Medical Certificate with allowances, which the officer has enjoyed under the Indian Service Leave Rules

... The rules in Articles 304 and 305 are subject to the proviso that

No. 269.

Page 78. Article 306.

Substitute "304 (b)" for "304" in line 1 of this Article.

(5th Edition, No. 260, dated 1-6-12)

(b) postpone his coming under them until his return from ...

Furlough admissible.

308. To an officer who has rendered three years' Continuous Service, Furlough for not more than two years may be granted as follows:—

(a) On medical certificate:—unconditionally; *see Articles* 828 *to* 832;

(b) without medical certificate—subject to these provisos:—

(i) that the Furlough be due to him;

(ii) that he has rendered eight years' Active Service in Civil employ;

(iii) that an interval of not less than eighteen months has elapsed ... weeks' dura- ... with which ... leave combined with other leave which does not interrupt Continuous Service (Article 22), the period of 18 months begins to run from the date subsequent to that of the end of the combined leave.

(iv) if a Military Officer subject to the Civil Leave Rules, who has not rendered eight years' Active Service in Civil employ, and

(1) if the Furlough which he applies for is his first Furlough—that he has two years' Furlough due to him under the calculation in Article 303 or

(2) if the Furlough applied for be other than his first Furlough—that he has rendered three years' Continuous Service since his return from Furlough;

(v) that the whole number of officers absent on Furlough and Special leave does not exceed the limit (if any) appointed by the Government of India (*see Articles* 309 *and* 310).

No. 337.

Page 79, Article 309—

Substitute a comma for the full stop at the end of this Article and add the following :— ·0· 337

"or study leave in the case of officers of the Indian Medical Service."

(5th Edition, No. 337, dated the 2nd January, 1914)

leave,

310. (a) If, under the operation of proviso (v), Article 308, the applications for Furlough (including those under Article 232) cannot all be complied with, Furlough will be granted in the fo'lowing order :—

Continuous Active Service—to the Senior.

(b) This Article refers Furlough not yet vacant. The order of da are made has no significance. The Article le for a Furlough already vacant unless they happen to arrive by the same post.

311. To an officer who has not rendered three years' Continuous Service, Furlough may be granted on medical certificate as follows :—

(a) if the Furlough due exceeds a year—to the extent due, not exceeding two years ;

(b) If the furlough due does not exceed a year—for not more than one year

Extension of Furlough.

312 (a) Furlough granted under Article 308 may, on medical certificate, be extended to not more than three years

(b) Furlough granted under Article 311 for less than two years under clause (a), or less than one year under clause (b), may, on medical certificate, be extended to the extent of the Furlough due to the officer, not exceeding two years, or to one year, respectively.

Ordinary Furlough.

313. Ordinary Furlough can, under no circumstances, exceed beyond two years at one time ; it includes—

(i) the first two years of each separate period of Furlough under Article 308, including any extension under Article 312 (a);

(ii) so much of Furlough under Article 311, including any extension under Article 312 (b), as may be due.

Part III.

Leave Allowances.

314. An officer on ordinary Furlough is entitled to a leave allowance equal to half his average salary, subject to the following limits :—

(*a*) in the case of a member of the Indian Civil Service—

(i) if paid at the Home Treasury of the Government of India, maximum £1,000 a year and minimum £500 a year, or the salary last drawn by him on duty, whichever is less ;

(ii) if paid in India, maximum Rs. 833⅓ a month, and minimum Rs. 416⅔ a month, or the salary last drawn by him on duty, whichever is less ;

(*b*) In the case of a Military officer, subject to the Civil Leave Rules, the ıme maxima and minima as in the case of a member of the Indian Civil Service : 'rovided that, during Furlough added under Article 303 to the Furlough arned under Civil Rules, the minimum shall (in the case of an officer who ecame subject to the Civil Leave Rules on or after the 1st April 1888) be that prescribed by the Military Rules to which an officer was subject immediately before coming under the Civil Leave Rules, and that in the case of an officer of the Royal Engineers, whose case is governed by clause (ii) under Article 303, the minimum shall be the rate prescribed by the Leave Rules for the Staff Corps, according to the length of his service for Indian pension. In the case, however, of an officer of the Royal Engineers serving under British Army Leave Rules, who elected for continuous service in India before the 1st February 1898, the minimum for so much of the Furlough credited under Article 303 (ii) as has been earned by service in Civil employment shall be at the rate of £500 a year :

[illegible] who does not return to India on [illegible] Civil Leave Rules by reason of his [illegible] o refund the difference between the [illegible] have received under the British Army Leave Rules]

(c) in the case of any other officer subject to these rules—

(i) if paid at the Home Treasury of the Government of India, maximum £800 a year ; no minimum except as provided in Article 320 ;

(ii) if paid in India, maximum Rs. 666⅔ a month ; no minimum, except as provided in Article 320 :

Provided always that the allowances of an officer during leave shall in no case exceed his actual salary when he takes leave.

1. An officer on Furlough does not forfeit his past leave allowances by resigning the Service without returning to India.

315. An officer on Furlough other than ordinary is entitled—

(i) if a member of the Indian Civil Service or a Military officer subject to the Civil Leave Rules, to subsistence allowance [see Article 108 (*a*)].

(ii) if an officer not in the Indian Civil Service or the Army, to £480 a year paid at the Home Treasury, or Rs. 400 a month paid in

ended by
titute the

Certificate in
leave (except
ed or not, is

On Furlough other than ordinary:

When paid in England	£100 a year, or 37½ per cent. of the salary last drawn on duty, whichever is less
When paid in India	Rs. 83⅓ a month, or 37½ per cent. of the salary last drawn on duty whichever is less.

NOTE. [illegible] in this Article is also [illegible] leave without pay) which [illegible] ted into Leave on Med [illegible] ared by the Civil Service [illegible] I should recommend leave [illegible] India.]

(8th Edition, No. 217, dated 8-11-11.)

Substitute the following for this Article as amended by correction slip No. 3, dated 1st July 1910:—

314. An officer on ordinary Furlough is entitled to a leave allowance equal to half his average salary, subject to the following limits:—

(a) in the case of a member of the Indian Civil Service—

(i) if paid at the Home Treasury of the Government of India, maximum £1,000 a year and minimum £500 a year, or the salary last drawn by him on duty, whichever is less;

(ii) if paid in India, maximum Rs. 833⅓ a month, and minimum Rs 416⅔ a month, or the salary last drawn by him on duty, whichever is less;

(b) In the case of a Military Officer, subject to the Civil Leave Rules, the same maxima and minima as in the case of a member of the Indian Civil Service: Provided that, during furlough added under Article 303 to the furlough earned under Civil Rules, the minimum shall (in the case of an officer who became subject to the Civil Leave Rules on or after the 1st April 1888) be that prescribed by the Military Rules to which an officer was subject immediately before coming under the Civil Leave Rules, and that in the case of an officer of the Royal Engineers, whose case is governed by clause (ii) under Article 303, the minimum shall be the rate prescribed by the Leave Rules for the Indian Army, according to the length of his service for Indian pension. In the case, however, of an officer of the Royal Engineers serving under British Army Leave Rules, the minimum for so much of the furlough credited under Article 303 (ii) as has been earned by service in Civil employment shall be at the rate of—

(1) £500 a year,—if he elected for continuous service in India before the 1st February 1898;

(2) £500 a year, or the salary last drawn by him on duty, whichever is less—if he ele[illegible] to come under the Civil Leave Rules after completing 5 years' Indian Service;

N[illegible] furlough on medi[illegible] exces[illegible] military rul[illegible] civil[illegible] njoyed[illegible] earne[illegible] so[illegible] for this concession.]

(c) in the case of any other office[illegible]

(i) if paid at the Hom[illegible] mum £80[illegible] 320[illegible]

(ii) [illegible]

(i[illegible] ...y officer subject ... allowance [see Article

(ii) i[illegible] ... Civil Service or the Army, to £480 a ... Home Treasury, or Rs. 400 a month paid in

India or to one-quarter of his average salary, whichever is less. In the case provided for in Article 320, quarter average salary is subject to the minima prescribed in that Article

NOTE.—[Absentee allowances in respect of leave spent out of India, if paid in India, are subject to the rupee limits prescribed in Articles 314 and 315.]

Section III.—Special Leave.

316. Subject to the rule laid down in Article 232 special leave on urgent private affairs may be granted at any time for not more than six months:

Provided that an officer who has had Special leave must render six years' Active Service before he can again have such leave.

1. Furlough under Rule XI of the Military Furlough Rules of 1868 is "Special leave" within the meaning of this proviso.

317. An officer promoted from an office, subject to the Indian Service Leave

No. 217.

Pages 81-2. Article 320.

Substitute the following for this Article and the Notes under—

320. The leave allowances of an officer of the classes referred to in ticle 314 (*c*) if on leave out of India (except in Ceylon or the Straits tlements) are subject to the following minima:—

(*a*) if the leave is Furlough on Medical Certificate under Article 308(*a*) or Article 311, or

(*b*) if the leave, although not Furlough on Medical Certificate under Article 308 (*a*) or Article 311, has been granted on account of ill-health.

N B.—[In order to claim the benefit of this Article, the leave application must be sup- d by a medical certificate in the form prescribed in Chapter XLIV, recommending leave India.]

On ordinary Furlough or Special leave—

When paid in England	£200 a year, or ¾ths of the salary last drawn on duty, whichever is less.
When paid in India . .	Rs 166⅔ a month, or ¾ths of the salary last drawn on duty, whichever is less.

On Furlough other than ordinary—

When paid in England	£100 a year, or 37½ per cent. of the salary last drawn on duty, whichever is less
When paid in India	Rs. 83⅓ a month, or 37½ per cent. of the salary last drawn on duty whichever is less.

NOTE.—[The minimum rate of leave allowance prescribed in this Article is also admissible in the case of any leave out of India (other than Extraordinary leave without pay) which has been extended on medical certificate, or which has been commuted into Leave on Medical Certificate. The certificate should be in the same form as that required by the Civil Service Regulations to entitle an officer to Leave on Medical Certificate and should recommend leave out India.]

(8th Edition, No. 217, dated 2-11-11.)

Substitute the following for this Article as amended by correction slip No. 3, dated 1st July 1910:—

314. An officer on ordinary Furlough is entitled to a leave allowance equal to half his average salary, subject to the following limits :—

(a) in the case of a member of the Indian Civil Service—

(i) if paid at the Home Treasury of the Government of India, maximum £1,000 a year and minimum £500 a year, or the salary last drawn by him on duty, whichever is less;

(ii) if paid in India, maximum Rs. $833\frac{1}{3}$ a month, and minimum Rs. $416\frac{2}{3}$ a month, or the salary last drawn by him on duty, whichever is less;

(b) In the case of a Military Officer, subject to the Civil Leave Rules, the same maxima and minima as in the case of a member of the Indian Civil Service: Provided that, during furlough added under Article 303 to the furlough earned under Civil Rules, the minimum shall (in the case of an officer who became subject to the Civil Leave Rules on or after the 1st April 1888) be that prescribed by the Military Rules to which an officer was subject immediately before coming under the Civil Leave Rules, and that in the case of an officer of the Royal Engineers, whose case is gover[illegible]

India or to one-quarter of his average salary, whichever is less. In the case provided for in Article 320, quarter average salary is subject to the minima prescribed in that Article.

NOTE.—[Absentee allowances in respect of leave spent out of India, if paid in India, are subject to the rupee limits prescribed in Articles 314 and 315.]

Section III.—Special Leave.

316. Subject to the rule laid down in Article 232 special leave on urgent private affairs may be granted at any time for not more than six months:

Provided that an officer who has had Special leave must render six years' Active Service before he can again have such leave.

1. Furlough under Rule XI of the Military Furlough Rules of 1868 is "Special leave" within the meaning of this proviso.

317. An officer promoted from an office, subject to the Indian Service Leave Rules, is not debarred from obtaining Special leave with allowances under the preceding Article by reason of his having had Leave on Private Affairs under the Indian Service Leave Rules which is furlough in another form.

Leave Allowances.

318 (*a*) For the first six months for which an officer is on Special leave, whether the six months be included in the same leave or not, he is entitled to the leave allowance admissible under Article 314. Thereafter, he is entitled to no leave allowance.

(*b*) An officer on Special leave does not forfeit his past leave allowances by resigning the Service without returning to India.

319. A Military officer in Civil employ, subject to the Furlough Rules of 1868, is entitled, during the first six months of Special leave under Article 316, to an allowance of half average salary, subject to a maximum of £1,000 and a minimum of £250 a year. The title to this allowance is not affected by any leave previously taken under Rule XI of the Rules of 1868.

Section IV.—Minimum Leave Allowance.

320. The leave allowances of an officer of the classes referred to in Article 314 (*c*) on leave out of India are subject to the following minima:—

(*a*) if the leave is Furlough on Medical Certificate under Article 308 (*a*) or Article 311, or

(*b*) if the leave, although not Furlough on Medical Certificate under Article 308 (*a*) or Article 311, has been granted on account of ill-health.

N.B.—[In order to claim the benefit of this Article, the leave application must be supported by a medical certificate in the form prescribed in Chapter XLIV, recommending leave out of India.]

PART III.

On ordinary Furlough or Special leave—

When paid in England	£200 a year, or ⅗ths of the salary last drawn on duty whichever is less
When paid in India	Rs 166⅔ a month, or ⅗ths of the salary last drawn on duty whichever is less.

On Furlough other than ordinary—

When paid in England	£100 a year, or 37½ per cent. of the salary last drawn on duty whichever is less.
When paid in India	Rs. 83⅓ a month, or 37½ per cent. of the salary last drawn on duty whichever is less

Section V.—Subsidiary Leave.

321. (*a*) Subsidiary Leave is the time allowed—

(i) to an officer leaving India, on retiring from the service, or on Furlough or Special leave, to break up his domestic establishment and travel to the port of embarkation, and

(ii) to an officer returning to India from Furlough or Special leave, to travel from the port of debarkation and reorganise his domestic establishment.

No subsidiary leave is admissible to an officer who does not leave India by sea.

(*b*) Subsidiary leave granted to an officer preparatory to retirement ceases when he actually resigns the service.

1. An officer, serving in Persia or Turkish Arabia reckons Subsidiary leave to or from the port or frontier town by which he leaves or returns to the country. The date of departure or return must be certified by the British Consul or, if there be no British Consul, by the officer himself

2. An officer either of the Persian or the Persian Gulf Section of the Indo-European Telegraph Department, who practically has to go on or return from leave by an Indian port, whether it be Karachi or Bombay, may reckon Subsidiary leave to or from such port

322. (*a*) The grant to an officer leaving India—

(i) of permission to retire from the service, or,

(ii) of Furlough or Special leave out of India,

carries with it the grant of Subsidiary leave. But Subsidiary leave is admissible only at the end and not at the beginning of leave out of India when such leave is combined with Privilege leave under Article 233.

(*b*) An officer returning to India, without the permission of the authority [illegible] of his Fur- [illegible] r the special

Leave in and out of India.

323. (a) An officer (including a Military officer subject to the Military Leave Rules) may take Furlough or Special leave partly in and partly out of India. But Subsidiary leave is not admissible unless the Furlough or Special leave begins or, as the case may be, ends, as Furlough or Special leave out of India

(b) If an officer going on Furlough or Special leave out of India is prevented by sickness or other reason not within his own control,—such, for example, as the postponement of the departure of the vessel in which his passage is engaged,—from embarking within his Subsidiary leave, the Local Government may order that his Furlough or Special leave shall begin in India at the end of the Subsidiary leave otherwise admissible, without forfeiture of his Subsidiary leave.

Period admissible.

324 The minimum Subsidiary leave is ten days; otherwise Subsidiary leave is calculated according to the rules and restrictions laid down in Chapter IX for "Joining Time."

Prolongation of Subsidiary Leave.

325 If a Medical Board or Officer detains an applicant under observation, under Article 830, before finally granting or refusing a medical certificate, the Medical Board or Officer should give a certificate to the applicant as follows :—

A B having applied to us (or me) for medical certificate under Article 829 of the Civil Service Regulations, we (or I) consider it expedient, before granting or refusing such a certificate to *A B*, to detain him under professional observation for days.

326. Unless an officer is expressly permitted by the Local Government to retain charge of his duties and to resume them before proceeding on leave, the time spent by him in obtaining the medical certificate under Article 829, including the time, if any, for which he is detained under medical observation, is treated as subsidiary leave, the amount of subsidiary leave admissible under rule being prolonged if necessary in case of detention by a period not exceeding that for which he was detained

327 In the case of an officer who fails to obtain the certificate, the time from the date on which he leaves his station to that on which the certificate is refused is treated as Subsidiary leave. From the date following that on which the certificate is refused the officer is treated as on Joining Time, carrying Subsidiary leave allowances.

328. If an officer (including a Military officer subject to the Military Leave Rules) who, under the rules of his service, is entitled to a free passage in a troop-ship when proceeding on leave out of India, is, after having been granted Subsidiary leave, detained waiting for a troop-ship, through no fault of his own, his Subsidiary leave may be extended to the date of the sailing of the vessel in which he is provided with a passage, without reference to the maximum period of thirty days for which Subsidiary leave can be granted.

329. Subsidiary leave is ordinarily reckoned from the date of debarkation, but if there is any special delay in the issue of orders appointing an officer to a particular post, the Subsidiary leave may be extended by the Local Government, provided that the whole period so allowed does not exceed 30 days.

Leave Allowances

330. An officer on Subsidiary leave is entitled to allowances as follows :—

(*a*) If the leave be Subsidiary to Special leave, and the officer has had leave subsidiary to a former Special leave—no allowance.

(*b*) If the leave be subsidiary to ordinary Furlough or Special leave [otherwise than as provided in clause *a*)] :—the allowance admissible under Article 314, but calculated, in the case of a member of the Indian Civil Service or a Military officer subject to the Civil Leave Rules, without the limitations of maximum or minimum prescribed by clauses (*a*) and (*b*) of Article 314 The limitations prescribed by clause (*c*) of Article 314 apply to the allowances of any other officer subject to this Article on Subsidiary leave.

(*c*) If the leave be Subsidiary to Furlough other than ordinary—the allowance admissible under Article 315.

(*d*) If the officer has been absent on extraordinary leave the duration of which exceeds a fortnight, or has, under Article 229, ceased to have a lien on a substantive appointment—

(i) in the case of a member of the Indian Civil Service or a Military officer subject to the Civil Leave Ru'es—subsistence allowance; and

(ii) in the case of any other officer subject to this Article—no allowance.

(*e*) If the leave be preparatory to retirement—the allowances which would be admissible if the officer were proceeding on leave of such description as may be admissible to him; and if no leave is admissible—Subsistence allowance only.

331. An officer may draw allowances as if he were on Privilege leave, for any part of his Subsidiary leave under clause (i) of Article 321 (*a*) for which, if he were not retiring from the service or going on Furlough or Special leave, Privilege leave may be admissible to him. It is to be observed that an officer who has no lien on an appointment cannot benefit by this rule (*See Article* 263.).

NOTE.—[This Article will have no application in cases in which Privilege leave is combined with other leave under Article 233, as Subsidiary leave is not then admissible. [*See Article* 322 (*a*).]

Section VI.—Extraordinary Leave.

332 Subject always to the provisions of any Statute applicable to the case, the Local Government (or, if the officer be on Furlough or Special leave in Europe, the Secretary of State) may, in special circumstances and when no

other kind of leave is by rule admissible, grant leave of absence from duty otherwise than under these Regulations: Provided that—

(i) such

opinion of the Local Government are such as to justify the concession No officer is *entitled* to Extraordinary leave;

(ii) an officer absent from duty on leave so granted shall receive no absentee allowance; and

(iii) if he is a member of the Indian Civil Service or a Military officer subject to the Civil Leave Rules, he shall retain no lien upon any office except when Extraordinary leave, not exceeding a fortnight, is granted in continuation of other leave: (See clause (*d*) of Article 330.)

(i) Date of reckoning allowances } (see Articles 52 to 55),
(ii) Charge of office }
(iii) Commencement and end of leave } (see Articles 220 to 231),
(iv) Return to duty }

or so as to extend the term of Privilege or other leave beyond the time admissible by rule.]

(1) If the person concerned has further leave due to him carrying the same allowances as the leave already granted, he will be required to take an extension of leave to cover his further absence from duty

(2) If the further absence from duty cannot be covered in this way, the period, or such part of it as remains uncovered, will be treated as leave without allowances, unless the person concerned prefers to substitute leave of another description for that which he has previously taken.

333 A Military officer subject to the Civil Leave Rules, who has exhausted the full period of Furlough admissible to him under these Regulations, and who is granted Extraordinary leave on medical certificate, will continue to be treated as wholly in Civil employ for all purposes, with the exception that, if the Medical Board at the India Office report that there is no prospect of the officer returning to duty within a reasonable period, he will be placed on Military half-pay. If an officer thus placed on half-pay is afterwards

permitted to revert to the effective list and returns to duty in India, he will not be entitled to be reinstated in Civil employment, but will be posted to Civil or Military duty as may be decided in India.

Chapter XIV.—Long Leave—Indian Services.

Section I.—Extent of Application.

334. The rules in this Chapter apply to all officers who are not entitled to leave under the other Chapters of these Regulations. They apply *fully only* to those officers whose pay is *not less* than Rs 100 a month, and who have substantive appointments on permanent establishment under the Government.

335. (*a*) Leave may, however, be granted under this Chapter to an officer (whether he be a superior or an Inferior servant) whose pay is less than Rs. 100, so far as it can be done without imposing any cost upon the State. The absentee [illegible]

[illegible] over half [illegible]ent, be dis- [illegible] allowance [illegible]is absence.

1 The Local Government may delegate its power under this clause to Heads of Offices and Departments

(*b*) No leave in excess of the leave admissible under these rules may be granted to such an officer, with allowances, or counting as service for pension.

1. An officer holding an appointment on a Progressive pay, rising to a maximum of Rs 100, who is in the receipt of the maximum pay, is not to be treated as an officer whose pay is less than Rs. 100 [illegible]

is Rs. ~~25~~ 30 a month.

Section II.—Long Leave.

Leave on Medical Certificate.

336. Leave on Medical Certificate may be granted for three years in all, but not for more than two years at one time; and no officer can have Leave on Medical Certificate out of India more than twice.

1. An officer who has a temporary or officiating appointment only may be allowed leave under this Article for not more than three months, if no substitute is required, or if his duties can be provided for without additional expense.

Leave on Private Affairs.

337. Leave on Private Affairs for six months may be granted to an *officer who has not had Furlough, after six years' service, and repeated after* intervals of six years—

1. Leave on Private Affairs does not accumulate, and cannot be taken in instalments.
2. Leave on Medical Certificate counts as service for Leave on Private Affairs.

Furlough.

338 Furlough may be granted as follows:—

(*a*) After ten years' service—one year or any less period; and thereafter at intervals of not less than eight years, one year or such other period as together with all periods already spent on Furlough may not exceed two years; or,

(*b*) After eighteen years' service—two years or any less period; and thereafter, at intervals of not less than eight years, any such period as together with all periods already spent on Furlough may not exceed two years:

Provided—

(i) that the service for Furlough of an officer who has had Leave on Private Affairs counts only from the date of his last return from such leave,

(ii) that the aggregate amount of Furlough, or of Furlough and Leave [illegible] ...rs,

[illegible]

...not count as service for other leave. Subject to the provisions of Article 198, there is no limit to the length or frequency of leave under this Article. It may not be granted in combination with the grant of other leave except as provided in Article 233. But it may be granted in continuation of other leave if circumstances arise which prevent the return by the officer to duty, and which, in the opinion of the Local Government or the authority empowered to grant the leave, are such as to justify the concession. No officer is *entitled* to Extraordinary leave.

1. In cases in which the duration of the Extraordinary leave to be granted does not exceed [illegible]

Leave Allowances.

340. (*a*) An officer on Leave on Medical Certificate under Article 336 is entitled to half his average salary for the first fifteen months of each period of such leave, but not for more than thirty months in all. For the rest of his leave under Article 336 he is entitled to a quarter of his average salary.

(*b*) An officer on Furlough or on Leave on Private Affairs is entitled to half his average salary.

(*c*) But whenever an officer whose appointment is not gazetted takes leave for *not more* than one month, or whenever such an officer's salary is less than Rs. 300, his pay (not salary) when he gives up office is to be taken in lieu of average salary.

341. (*a*) Half average salary is subject to a maximum of Rs. 500 a month if paid in India, and £600 a year if paid at the Home Treasury.

(*b*) Quarter average salary is subject to a maximum of Rs. 400 a month if paid in India, and £480 a year if paid at the Home Treasury.

(*c*) For non-gazetted officers whose salary is not less than Rs. 300, the minimum of half average salary is Rs. 150, and of quarter average salary Rs. 75 a month.

Note 1 — [Absentee allowances in respect of leave spent out of India, if paid in India, are subject to the rupee limits prescribed in this Article]

Note 2 — [For the purposes of this Article, Ceylon is not held to be "out of India."]

342. The half average salary and quarter average salary of an officer subject to the rules in this Chapter on leave out of India are subject to the following minima :—

(*a*) if the leave is Leave on Medical Certificate under Article 336, or

(*b*) if the leave, although not leave on Medical Certificate under Article 336, has been granted on account of ill-health.

N.B. — [In order to claim the benefit of this Article, the leave application must be supported by a medical certificate in the form prescribed in Chapter XLIV recommending leave out of India.]

Half average salary—

	Minima.
If paid in England	£200 a year, or ⅔ths of the salary last drawn on duty, whichever is less.
If paid in India	Rs. 166⅔ a month, or ⅔ths of the salary last drawn on duty, whichever is less.

Quarter average salary—

If paid in England	£100 a year, or 37½ per cent. of the salary last drawn on duty, whichever is less.
If paid in India	Rs. 83⅓ a month, or 37½ per cent. of the salary last drawn

leave out of India.]

Note 2 —[For the purposes of this Article, Ceylon is not held to be "out of India."]

Part III.

entitled at the end of the leave to which it is subsidiary.

PART III.

Leave Allowances.

340. (*a*) An officer on Leave on Medical Certificate under Article 336 is entitled to half his average salary for the first fifteen months of each period of such leave, but not for more than thirty months in all. For the rest of his leave under Article 336 he is entitled to a quarter of his average salary.

(*b*) An officer on Furlough or on Leave on Private Affairs is entitled to half his average salary.

(*c*) But whenever an officer whose appointment is not gazetted takes leave for *not more* than one month, or whenever such an officer's salary is less than Rs. 300, his pay (not salary) when he gives up office is to be taken in lieu of average salary.

341. (*a*) Half average salary is subject to a maximum of Rs. 500 a month if paid in India, and £600 a year if paid at the Home Treasury.

(*b*) Quarter average salary is subject to a maximum of Rs. 400 a month if paid in India, and £480 a year if paid at the Home Treasury.

(*c*) For non-gazetted officers whose salary is not less than Rs. 300, the minimum of half average salary is Rs. 150, and of quarter average salary Rs 75 a month

NOTE 1 — [Absentee allowances in respect of leave spent out of India, if paid in India, are subject to the rupee limits prescribed in this Article]

NOTE 2 — [For the purposes of this Article, Ceylon is not held to be "out of India"]

342. The half average salary and quarter average salary of an officer subject to the rules in this Chapter on leave out of India are subject to the following minima :—

(*a*) if the leave is Leave on Medical Certificate under Article 336, or

(*b*) if the leave, although not leave on Medical Certificate under Article 336, has been granted on account of ill-health.

N.B.—[In order to claim the benefit of this Article, the leave application must be supported by a medical certificate in the form prescribed in Chapter XLIV recommending leave out of India.]

Half average salary—

	Minima.
If paid in England	£200 a year, or ¾ths of the salary last drawn on duty, whichever is less.
If paid in India	Rs 166⅔ a month, or ¾ths of the salary last drawn on duty, whichever is less.

Quarter average salary—

If paid in England	£100 a year, or 37½ per cent. of the salary last drawn on duty, whichever is less.
If paid in India	Rs 83⅓ a month, or 37½ per cent. of the salary last drawn on duty, whichever is less

NOTE 2 — [For the purposes of this Article, Ceylon is not held to be "out of India"]

entitled at the end of the leave to which it is subsidiary.

Part III.

PART IV.—ORDINARY PENSIONS.

GENERAL ARRANGEMENT.

Section II.—Cases in which claims are inadmissible.

352. In the following cases no claim to pension is admitted :—

(a) When an officer is appointed for a limited time only, or for a specified duty, on [illegible]

(b) W[illegible] onthly wages without specified limit of time or duty ; but a month's notice of discharge should be given to such a person, and his wages must be paid for any period by which such notice falls short of a month.

(c) When a person's whole time is not retained for the public service, but he is merely paid for work done for the State

1 This clause applies, among others, to the following officers :—Advocate General, Solicitor to Government, Government Pleaders and Law Officers not debarred from private practice, Sheriffs in Presidency towns, Coroners, Roman Catholic Priests.

(d) When a public servant holds some other pensionable office, he earns no pension in respect of an office of the kind mentioned in clause (c) or in respect of duties paid for by a Local Allowance.

(e) When an officer serves under a covenant which contains no stipulation regarding pension, unless the Government of India specially authorises an officer to count such service towards pension.

NOTE.—[*Secretary of State's Despatch No. 255, dated 20th July 1877.*—"I have considered in [illegible]

[illegible]

executed.'

"Covenants with mechanics and others engaged for service in India will accordingly in future be prepared containing provisions to the effect recommended by your Government."]

Misconduct or Inefficiency.

353. Save as provided below, pension may not be granted to an officer whom it is desired to remove for misconduct, insolvency, or inefficiency.

Exception.—Subject to the following conditions, the Government of India may grant compassionate allowances, in such cases when they are deserving of special consideration :—

(1) No allowance to be granted to an officer appointed in England or to one whose pay exceeds Rs. 250 a month.

(2) The allowance not to exceed two-thirds of the pension that would have been admissible if the officer had retired on medical certificate.

Claims of Widow.

354. (a) It being the duty of every Government officer himself to provide for his family, the Government recognises no claim by a widow on account of the

services of her husband, and is almost invariably under the painful necessity of rejecting recommendations made in contravention of this rule.

(*b*) The submission of such recommendations, save under very extraordinary circumstances, is disapproved, as calculated only to give rise to hopes which cannot be fulfilled.

We observe that the Committee of the Fund have taken some pains to make our views on the point generally known; and in thus acting, they have contributed not only to promote the interest of the Fund, but to render valuable service to their brethren by disabusing their minds of a dangerous error "]

that "

Servant

cations,

Limitations.

355 (*a*) An officer cannot earn two pensions in the same office at the same time, or by the same continuous service.

(*b*) Two officers may not simultaneously count service in respect of the same office.

Military Service.

356. Service which is pensionable under Military Rules does not count. and an officer who is counting service for Military pension cannot simultaneously count service for Civil pension. The following exceptions have been made to the provisions of this Article :—

(1) Military Hospital Assistants and Enlisted Native Doctors are excluded, by this Article,

tary office, provided that he takes his discharge within twelve months after

[illegible] in the [illegible] 289 of [illegible] 1885, [illegible] (see Special Army Circular, dated 16th July 1884, paragraph 36), is a Civil or a Military charge, according as the greater portion of the officer's or soldier's service is in the Civil or the Military Department.

357 The Local Government may, in exceptional cases, allow service which is pensionable under Military rules to count for pension on the Inferior scale.

Chapter IXV.—Conditions of Qualifying Service.

Section I.—Definition of Qualifying Service.

Beginning of Service.

358. (*a*) Except for Compensation gratuity, an officer's service does not in the case of Superior service qualify till he has completed twenty years of age.

(*b*) In other cases, unless it be otherwise provided by special rule or contract, the service of every officer begins when he takes charge of the office to which he is first appointed.

NOTE.—[In every covenant with an officer appointed in England by the Secretary of State, not being a member of the Indian Civil Service or a Civil Engineer or Telegraph Officer educated at the Royal Engineering College, Coopers Hill, or a Forest Officer, a clause is inserted to the effect that service for leave and pension begins only from the date on which the officer joins his first appointment in India.]

359. The following exceptions are admitted to the twenty years' rule :—

(1) All officers appointed in England by the Secretary of State; "Indian College Engineers" [see Article 627 (*e*)]; and Police probationers appointed in India under the orders contained in the Despatch of the Secretary of State, No. 14 (Judicial), dated 15th March 1894.

(2) Signallers in the Indian and Indo-European Telegraph Department may count towards pension service rendered by them after they attain the age of eighteen years.

(3) Hospital Assistants count service from the date they pass the examinations referred to in Exception (1) of Article 356.

NOTE.—[Pupils of the Civil Hospital Assistant class in Medical Colleges who are granted leave under Rule 1, Article 52 (*b*), count service from the date on which the leave begins.]

360. In the case of Inferior service, service counts after the age of sixteen years.

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Conditions of Qualification.

361. The service of an officer does not qualify for pension unless it conforms to the following three conditions:—

First.—The service must be under Government.

Second.—The employment must be substantive and permanent.

Third.—The service must be paid by Government.

These three conditions are fully explained in the following Section.

Section II.—First Condition.

Service under Government.

362. The service of an officer does not qualify unless he is appointed and his duties and pay are regulated by the Government, or under conditions determined by the Government. The following are examples of officers excluded from pension by this Article:—

(1) A Marine Officer paid by fees fixed by the Board of Trade;
(2) Officers of a Municipality;
(3) Officers of Grant-in-aid Schools and Institutions (*e.g.*, the Asiatic Society and Canning College at Lucknow);
(4) Subordinates appointed by Treasurers on their own responsibility, *e.g.*, Tahvildars in the Province of Agra and in the Central Provinces; and Potadars (money-testers) in Bengal.

363. As an exception to the preceding Article, the services of Subordinates of Treasurers in the Punjab, including Tahvildars and Potadars (money-testers), who were in employ on the 23rd August 1886, qualify, provided that they were—

(i) appointed by District Officers;
(ii) discharging duties and receiving pay regulated under conditions laid down by Government; and
(iii) other than mere servants of Treasurers liable to be removed whenever a change might take place in the incumbency of the office of a Treasurer.

364. The service of a Native Accountant appointed to a Silladar Regiment in the Bombay Presidency on or after the 6th February 1875 does not qualify.

Service paid from Contract Allowances.

365. Service on an establishment paid from a Contract Establishment allowance, with the detailed distribution of which the Government does not interfere, does not qualify, whether such contract allowance is a fixed amount or consists of fees.

NOTE.—[The maximum Establishment allowance for Registration offices in Bengal is not a Contract allowance within the meaning of this Article.]

366. Service on an establishment paid from the Household allowance of the Viceroy, or of a Governor, or Lieutenant-Governor does not qualify.

1 If an officer has served partly (in a capacity which would have given him claim to pension if the service had been paid from the General Revenues) on the Household establishment of the Viceroy, and partly on establishments paid from the General Revenues, he is entitled from the General Revenues to a share of any pension to which he would have been entitled if his whole service had been paid from the General Revenues, proportionate to the

Service under an Employer other than Government.

367. In the following cases service under an employer to whose position Government has succeeded qualifies :—

(*a*) Service rendered to a Native State, and continued to the British Government on the lapse or annexation of the State, when old age or infirmity renders the officer a fit object for pension.

(*b*) Service in the establishment employed in the Khelat territory for the assessment and collection of water-rate on lands watered by the Sind Canal which was paid in part by the Khan of Khelat prior to the levy of a local cess to meet the charge.

Section III.—Second Condition.

General Principles.

368. Service does not qualify unless the officer holds a substantive office on a permanent establishment, but upon such conditions as it may think fit in each case to impose, the Central Government ~~of India~~ may allow temporary service to count for pension, if the pension does not exceed ten rupees a month.

5

369. An establishment, the duties of which are not continuous, but are limited to certain fixed periods in each year, is not a temporary establishment. Service in such an establishment, including the period during which the establishment is not employed, qualifies; but the concession of counting as service the period during which the establishment is not employed does not apply to an officer who was not on actual duty when the establishment was discharged, after completion of its work, or to an officer who was not on actual duty on the first day on which the establishment was again re-employed.

370. An officer transferred from a temporary to a permanent appointment can count his service in the temporary office, if, though at first created experimentally or temporarily, it eventually becomes permanent.

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371. An officer without a substantive appointment officiating in an office which is vacant, or the permanent incumbent of which does not draw any part of the pay or count service, may, if he is confirmed without interruption in his service, count his officiating service.

Apprentices and Probationers.

372 Service as an apprentice does not qualify, except in the following cases :—

Engineer or Examiner Apprentices } in the Public Works and Railway Departments.
Qualified students of the Thomason College under practical training } in the Public Works and Railway Departments.
Assistant Superintendent Apprentices in the Indian Telegraph Department.

373. The service of a probationer who holds a substantive office and draws substantive pay qualifies. So does that of an officer who is on probation for a substantive office, if he is employed in a vacancy reserved for him, pending probation, and in which no other officer simultaneously counts service.

374. Police probationers and temporary and officiating Assistant Superintendents of Police in all Provinces count their service as follows :—

(1) If recruited in England—from the date on which they report their arrival in India.

(2) If recruited in India under the orders in Secretary of State's despatch No. 14, dated the 15th March 1894—from the date of assuming charge of their appointments.

(3) If recruited in India before the date of the orders of 1894 mentioned in (2) above—from the date either of attaining the age of 20 years or of assuming charge of their appointments, whichever is later, provided that the service has been continuous.

375. The service of

(1) Probationary, officiating and temporary Deputy Magistrate-Collectors and sub. *pro tem.* Sub-Deputy Collectors in Bengal and Eastern Bengal and Assam,

(2) Probationary, officiating and temporary Deputy Collectors in the United Provinces,

(3) Probationary, officiating and temporary Extra Assistant Commissioners in the Punjab, and

(4) Officiating and temporary Extra Assistant Commissioners in the Central Provinces

counts for pension from the date on which all the three following conditions are fulfilled, namely,

Page 99. Article 375.

Insert the following as Note 1 under this Article, renumbering the existing Notes 1 and 2 as 2 and 3 :—

NOTE 2. [Sub-Deputy Collectors in Bengal who were appointed before the 4th July 1902

Collector.]

Permanent Officer deputed.

376. An officer on a permanent establishment detached on temporary duty, on the understanding that, when the temporary duty ceases, he will return to the permanent establishment, counts his detached service.

377. The preceding Article permits the temporary suspension of the second condition of qualifying service which forms the subject of this Section; it does not authorise any relaxation of the first condition (Section II), or the third condition (Section IV), and, in particular, must not be understood to countenance any modification of the rules in Part VII, which apply to an officer on Foreign Service.

378. Service as Private Secretary to the Governor-General, a Governor or a Lieutenant-Governor, qualifies, provided that the officer belonged, before his appointment as Private Secretary, to the Civil Service of Government, whether the Indian Civil Service or not.

Substantive office abolished.

379. If the substantive office of an officer is abolished within the meaning of Article 426, but the officer is, at the time, on special duty, or is, on abolition of his office, deputed on special duty, his service on special duty qualifies, but the duty must be *special*; mere employment, in continuation of permanent employment, in a temporary appointment which happens at the time to be vacant, does not qualify.

1. The service of an officer of the Marine Service continues to qualify when, upon the abolition of his appointment, he is retained on subsistence allowance or in an acting appointment.

Piece-work.

380. A Section-writer, or a Press servant, who is paid for piece work, is treated as having held a substantive office, if—

(i) he is employed, not casually, but as a member of a fixed establishment; and

(ii) during the last seventy-two months of his actual employment he has been attached to one office uninterruptedly for twenty-four months, or it has not been through his own choice or misconduct that he has not been so attached.

Surveys and Settlements

381. (*a*) The service of an officer not merely temporarily engaged in the undermentioned Settlement and Survey Departments which are (or were) on a *quasi*-permanent footing qualifies :—

The Settlement Departments in Madras, Burma, and the Punjab. The Revenue Survey Departments in Bengal, Madras and Bombay. The establishments of the Inam Commissioners of Madras and Bombay. The Alienation Settlement Department in Bombay. The Malabar Escheat Establishment, Madras.

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(*b*) Except in the regular Departments and to the extent above specified, Settlement and Survey service does not count unless it is followed, without interruption, by qualifying Service. Settlement Service followed, without interruption, by pensionable service paid from a Patwari Fund also qualifies.

NOTE 1.—[From the dates mentioned, the following posts have been declared to be on a *quasi*-permanent footing:—

(*a*) In a Settlement Office in the United Provinces from 1st October 1899—

Head and Second Clerk.	Settlement Officer's Reader.
Sadr Munsarim	Nazir and Record-keeper.

(*b*) In the Settlement Establishment in Baluchistan from 1st September 1904—

Superintendent (pay Rs. 150), 1 Deputy Superintendent (pay Rs. 90), 1 Deputy [illegible] s (pay Rs 40 each), 1 [illegible] 50), 1 Sarishtadar to [illegible] Rs. 40), 1 Nazir (pay [illegible] 1 Nazir to Settlement Superintendent (pay Rs. [illegible]).

Service in these posts qualifies from the dates mentioned or from any previous date from which the incumbents on 1st October 1899 or 1st September 1904 (as the case may be) may have been serving substantively and without interruption in one or other of them.]

NOTE 2.—[Continuous service as Inspector, Surveyor, Holding Marker, Draughtsman, Computor and Clerk belonging to Special and Revision Survey parties in Burma qualifies.]

382. Deputy Collectors and similar gazetted officers, when not especially employed for temporary work, are not affected by the preceding article, as they count service independently of the particular department to which they happen for the time to be attached.

Exception.

383. A Medical Officer in charge of a Government vessel may count his service afloat, if he is transferred, without interruption of his service, to the Civil Medical Service.

384. Officers transferred from the Extra or Contingent List of the Customs Preventive Service in Burma or in Calcutta count their service on that list, provided the Collector declares that the transfer is made on the ground of good service rendered

General Revenues.

386. Service paid from the General Revenues qualifies. The fact that arrangements are made for the recovery, on the part of the Government, of the whole, or part, of the cost of an establishment or officer, does not affect the operation of this principle: Provided that the establishment or officer is appointed, controlled, and paid by the Government.

ments at Bombay and Deputy Shipping Master in Calcutta, the cost of which offices is provided for by shipping fees

by local subscriptions

(e) Certain Customs establishments in Bombay, the cost of which is paid for by private companies.

(f) When Police officers are entertained at the cost of individuals and corporate bodies an additional charge of one-sixth of the pay of officers whose pay is not less than Rs. 100

General.

(h) The office establishment of the Health Officer of the Port of Bombay and the crew of the boat placed at the disposal of that officer, a portion of whose pay is paid by the Bombay Port Trust.

(i) Certain additions

Accountant General, C

Inspectors of Schools, e

which are recouped by

387. The service of members of office establishments in the Railway Police in Bombay, who are wholly paid by the Railway Companies, qualifies.

388. Service which was paid wholly or partly from the Revenues of Berar before 1st October 1902 qualifies for pension from General Revenues.

389. (a) In the case of officers who, having no status in the service of the British Government, apart from their particular employment in Mysore, were employed in Mysore and transferred to the British service proper before 1st October 1882, the pensions granted are charged according to the Rule of Proportions

(b) Pensions for service in Mysore prior to 1st October 1882 of officers who had a status in the service of the British Government apart from their particular employment in Mysore, are paid wholly from British Revenues.

Local Funds and Trust Funds.

390. Service paid from a Local Fund qualifies, or does not qualify according to the rules laid down in Chapter XLII.

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391. Service paid from Funds which Government hold only as a Trustee, such as under a Court of Wards or in an Attached Estate, does not qualify.

Fees and Commission.

392. Except when fees or commission are drawn in addition to pay from the General Revenues, service in an office paid only by fees, whether levied by law or under the authority of Government, or by a commission, does not qualify

1. Service as Administrator General at Madras or as Official Assignee, does not qualify, [illegible] ssion is supple- [illegible] Lower Burma, [illegible] under Article 350.

Tenures in Land, etc.

393. Service paid by the grant, in accordance with law or custom, of a tenure in land, or of any other source of income, or right to collect money, does not qualify.

394. As an exception to the preceding Article, Watandars (hereditary District Officers) and their deputies in the Kaira Collectorate and in the following talukas of the Panch Mahals, namely:—Godhra, Kalol and Dohad, and the Petás of Hálol and Jhalod, if transferred to qualifying service, count their previous service.

Section V.—Distinction between Superior and Inferior Service.

395. Qualifying service is divided into SUPERIOR and INFERIOR.

396. Service on pay not exceeding Rs. 10, and service in any office which has been graded as inferior by the rule or practice of the Local Government, is Inferior service. All other service is Superior service.

(Appendix 7-A contains a list of appointments specially classed as Superior and Inferior.)

397 —*Cancelled.*

Service partly Inferior and partly Superior.

398. An officer whose service has been for some time Inferior and for some time Superior may either count—

(*a*) the whole as Inferior towards pension or gratuity on the Inferior scale, or

(*b*) the Superior portion towards pension or gratuity on the Superior scale, and the Inferior portion towards gratuity on the Inferior scale.

[illegible]

the average emoluments or emoluments respectively which the officer drew

PART IV.

when last in Superior service, and the gratuity on the Inferior scale upon the pay which he drew when last in Inferior service; provided that the total gratuity or gratuity *plus* pension granted under this clause shall not exceed what would have been admissible, if the whole service had been Superior.

If an officer has been reduced from the Superior to the Inferior class for misconduct, he cannot have the benefit of this Article without the special permission of the Local Government

399. The claims of an officer, promoted from an Inferior to a Superior grade as a reward for meritorious service, will be specially considered by the Government of India. This rule is to be strictly interpreted, and a claim under it can be founded only on exceptional promotion made out of the ordinary course.

Exceptional Cases

400. If an officer holds two or more offices, each of which is Inferior by reason of its pay not exceeding Rs. 10, he cannot count service as Superior, on the ground that his aggregate pay exceeds Rs 10 unless the offices were arranged and their pay determined with the intention that they should be held by one individual.

401. The service of a postman or village postman, whatever his pay, is Superior service

402. (*a*) When the regular duties of an officer whose pay exceeds Rs. 10, but who bears an Inferior designation, are really such as are ordinarily performed by a Superior servant, his claim to pension should be specially referred to the Local Government.

NOTE —[It is not intended by this Article that an Inferior servant should count service as Superior in virtue of his voluntarily assisting in Superior work It provides for the case of a person who is *engaged under due authority to do Superior work*, though with an Inferior designation]

(*b*) On the other hand, an officer whose real duties are those of an Inferior servant, even though his pay exceeds Rs. 10, is not entitled to pension on the Superior scale merely because he draws pay under a Superior designation.

Examples —Accountants in the Province of Agra who served under the designation of "Potdars" A Lithographic Pressman designated as a Copying Clerk

Chapter XVII.—Rules for Reckoning Service.

Section I.—Special Additions.

Special Appointments.

403. Subject to the restriction specified against the first four offices, an incumbent of one of the offices enumerated below, appointed on account of professional or other special qualifications, whose whole pensionable service has been passed in one or other of such offices, shall, if appointed at an age exceeding 25, be entitled to reckon as service qualifying for superannuation pension (but not for any other class of pension) the number of completed years by which his age may at the time of appointment have exceeded 25 years, subject to the

Page 104. Article 403.

Substitute the following for the list of offices enumerated under this Article :—

1. Deputy Legal Remembrancers,

No. 334.

Page 105. Article 403.

Insert the following Exception at the end of this Article :—

Exception.—Subsequent promotio [illegible] which is not one of the offices enumerated in this Arti[illegible] not less pay, does not deprive an officer [illegible] provided that he has, when so promoted, completed not less than five years' qualifying service in one of the offices enumerated in this Article.

(5th Edition, No. 334, dated the 1st December 1913.)

to an officer, not being a Native of Asia, whose qualifying service began after 25 years of age, and whose service for which pension is claimed amounts to not less than ten years, and has been passed wholly in one or other of the following offices, three years shall be added to the qualifying service :—

1. Directors of Public Instruction.
2. Inspectors of Schools
3. Principals and Professors of Colleges.
4. Head Masters of Colleges and High Schools.

NOTE.—[The extra years conceded under this Article count towards the limit of 28 years qualifying service prescribed in Article 475, in the case of the officers mentioned in the latter rule or to whom its provisions may be specially extended.]

405.—*Omitted.*

406 —*Omitted.*

Section II.—Periods of Leave.

Superior Service.

407. Except as provided in Article 408 time passed on leave other than Privilege leave or Subsidiary leave does not count as Superior service. Time passed on leave subsidiary to Leave on Medical Certificate by an officer subject to the Indian Service Leave Rules, who has twice before had Leave on Medical Certificate out of India, does not count.

408. Time passed on leave with allowances counts as service as follows :—

If the total service of the Officer is not less than-	He counts as service a period of leave out of India not exceeding—	He counts as service a period of leave in India not exceeding—
15 years	1 year	1 year.
20 „	2 years	„
25 „	3 „	„
30 „	4 „	2 years.
35 „	5 „	„

NOTE 1.—[The periods in columns 2 and 3 are not cumulative, that is, an officer may not count two years' leave in 15 years' service or more than four years' leave in thirty years' service

Page 104. Article 408.

Substitute the following for Note 3 under this Article :—

NOTE 3.—[For the purposes of this Article, Ceylon, and the Straits Settlements, are not held to be "out of India"]

(5th Edition, No. 217, dated 2-11-1911.)

Page 106. Article 409.

Substitute the following for this Article :—

409. Time passed on departmental or Recess leave by the following officers on half pay, or in the case of the Survey of India, on less than half pay or without pay, provided the officers return to duty when required by their superior officers, counts :—

Subordinates of the Survey of India whose service is Superior, Lower Subordinates of the Forest Survey and Forest Subordinates employed in the tracts mentioned in Article 295 (ii).

NOTE.—[Departmental or Recess leave granted to Tindals and others under clause (iii) of Article 295, is treated as service qualifying for pension, though it exceeds the amount admissible under Chapter XIV.]

(5th Edition, No. 190, dated 1-9-11.)

... which must be passed before an officer is eligible for higher subordinate appointments, such as Deputy Magistracies, counts.—(*See Article* 285.)

411. A Local Government may at its discretion decide, in the case of an officer (including a person in training for, but not actually appointed to, Government service), who is selected to undergo a course of training at any school, college, or other institution, whether the time spent in training shall count as service qualifying for pension.

Deputation out of India.

412. When an officer is deputed out of India on duty, the whole period of his absence from India counts. When an officer on leave out of India is employed, or is detained after the termination of his leave, on duty, the period of such employment or detention counts.

Recall to Duty.

413 Time spent on the voyage to India by an officer who is recalled to duty before the expiry of any recognised leave out of India counts, provided his return to duty is compulsory (see Article 199).

Inferior Service

414. An Inferior servant counts leave with and without allowances not exceeding in the aggregate that which might be given with allowances under the rules in Chapters XII and XIV.

415.—*Cancelled.*

Section III.—Suspensions, Resignations, Breaks, and Deficiencies in Service.

Periods of Suspension.

416. Time passed under suspension pending enquiry into conduct counts, if the suspension is immediately followed by reinstatement, but time passed under suspension adjudged as a specific penalty does not count.

417. If an officer, who has been suspended, pending enquiry into his conduct, is reinstated, but with forfeiture of any part of his allowances for the

period of suspension, this period does not count (save with the special sanction of the Head of the Department), unless the authority who reinstates the officer expressly declares *at the time* that it shall count.

Resignations and Dismissals.

418 (*a*) Resignation of the public service, or removal from it for misconduct, insolvency, inefficiency not due to age, or failure to pass a prescribed examination entails forfeiture of past service.

(*b*) Resignation of an appointment to take up another appointment, service in which counts is not a resignation of the public service.

419 Any authority who, on revision or appeal, reverses an order dismissing an officer, may declare that the officer's past service counts.

Interruptions

420 An interruption in the service of an officer entails forfeiture of his past service, except in the following cases —

(*a*) Authorised leave of absence.

(*b*) Unauthorised absence in continuation of authorised leave of absence so long as the office of the absentee is not substantively filled; if his office is substantively filled, the past service of the absentee is forfeited Provided that, if the absentee is subsequently reinstated, the authority whose duty it is to make the appointment, within three months, or the Local Government within one year, from the end of the authorised leave of absence, may declare, in an order to be communicated to the Audit Officer, that his previous service, or any part of it, shall not be forfeited.

(*c*) Suspension immediately followed by reinstatement, which need not be to the same office

(*d*) Abolition of office or loss of appointment owing to reduction of establishment

(*e*) Transfer to non-qualifying service in an establishment under Government control. The transfer must be made by competent authority; an officer who voluntarily resigns qualifying service cannot claim the benefit of this exception. Transfer to a grant-in-aid school entails forfeiture [*But see Example (c) of Article* 386]

(*f*) Transfer to service on the Household establishment of the Viceroy.

(*g*) Time occupied in transit from one appointment to another, provided that the officer is transferred under the orders of competent authority, or, if he is a non-gazetted officer, with the consent of the head of his old office.

421 The authority who sanctions the pension may commute retrospectively periods of absence without leave into leave without allowances.

Condonation of Interruptions and Deficiencies.

422. Upon such conditions as it may think fit, in each case, to impose—

(i) The Government of India may condone all interruptions in service not exceeding twelve months in all; and the Local Government may condone all interruptions not exceeding three months in all.

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(ii) If the proposed pension does not exceed fifty rupees a month, the Government of India may condone interruptions in service whatever their duration: and the Local Government may exercise the same power if the applicant for pension is serving on a Provincial Establishment; otherwise it may condone interruptions not exceeding twelve months in all.

NOTE.—[The Local Government may condone short interruption between Settlement or Survey and subsequent qualifying service, and declare the whole to be continuous for the purposes of Article 381(*b*) when from the extreme shortness of the break, or from the ascertained circumstances of the case it is satisfied that the intention was to keep the officer continuously employed and that the break was presumably due to faulty arrangements This power should not be exercised when the circumstances clearly indicate that such a presumption would be incorrect, as for example, in a case when even a short period of temporary service had intervened]

423. (1) Upon any conditions which it may think fit to impose, the Government of India or, if the applicant for pension be serving on a Provincial establishment, the Local Government may, in all cases, condone a deficiency of 3 months in qualifying service. If the applicant for pension be serving on an Imperial establishment, the Local Government may not condone a deficiency of more than one month.

(2) (*a*) If, besides his qualifying service, an officer has rendered service (actual) paid from the General Revenues, but not counting for pension, or if an officer claiming a pension for Superior service has also rendered Inferior service, the Government of India or, if the officer be serving on a Provincial establishment, the Local Government may condone a deficiency in the officer's qualifying service not exceeding half his non-qualifying, or, as the case may be, Inferior service, and, also, not exceeding twelve months in all.

(*b*) The Local Government may, if the applicant for pension is serving on an Imperial Establishment, condone in these cases a deficiency not exceeding one-fourth the officer's non-qualifying, or as the case may be, Inferior service and also not exceeding three months.

NOTE —[The two clauses of this section are alternative and not cumulative.]

423 A. When the pension may be sanctioned under the rules by a subordinate authority, that authority may exercise the power conferred by Articles 422 and 423 (1) as follows :—

Under 422 clause (i) up to two months.
Under 422 clause (ii) up to six months.
Under 423 clause (1) up to two months.

Chapter XVIII.—Conditions of Grant of Pension.

Section I.—Classification of Pensions.

424. Pensions for "Superior service" are divided into four classes the rules for which are prescribed in the following Sections of this Chapter:—

(*a*) Compensation pensions (see Section II).

(*b*) Invalid pensions (see Section III).

(*c*) Superannuation pensions (see Section IV).

(*d*) Retiring pensions (see Section V).

425. Pensions for "Inferior service" are regulated by Articles 481 to 485.

Section II.—Compensation Pension.

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426. A compensation pension is awarded to an officer discharged (1) from the public service because, on a reduction of establishment, his appointment is abolished and other suitable employment cannot be found for him. An appointment, the pay of which is reduced as part of a general scheme of revision, is abolished within the meaning of this Article. But in such case it may sometimes be cheaper to grant a personal allowance than a pension.

procedure was proper

10th September 1879.)]

427. To pension an officer still capable of useful service is a waste of public ... rged on abolition ... annot be otherwise ... pplication for Com- ... it has been found impossible to provide suitable employment for the applicant.

Selection for Discharge.

428 The selection of the officers to be discharged upon the reduction of an establishment should *primâ facie* be so made that the least charge for Compensation pension will be incurred.

429. The discharge of one officer to make room for another better qualified is not the abolition of an appointment within the meaning of Article 426; the abolition must produce a real saving to Government Particulars of the saving effected should be fully set forth in every application for Compensation pension. The saving should always exceed the cost of the pension; otherwise it may perhaps be better to postpone the reduction of establishment or abolition of appointment.—(*See orders printed as Appendix 8.*)

NOTE.—[The relaxation of the condition laid down in this Article requires the sanction of the Government of India.]

PART IV.

Restrictions.

430. A Deputy Collector, Munsiff, or similar officer who belongs to the public service, apart from his particular local appointments cannot obtain a Compensation pension on the abolition of a particular appointment.

431. No pension is admissible to an officer for the loss of an appointment on discharge after the completion of a specified term of service.

432. No pension may be awarded for the loss of a local allowance.

433. Schoolmasters or other officers who, in addition to their other duties, are employed in any capacity in the Postal Department, are not entitled to Compensation pension on being relieved of such duties.

Special Cases.

434. If it is necessary to discharge an officer in consequence of a change in the nature of the duties of his office, the case should be referred to the Local Government, who will deal with it in accordance with the rules laid down in this Section as to notice of discharge and compensation pension or gratuity.

of India.

Notice of Discharge.

436 Reasonable notice should be given to an officer in permanent employ before his services are dispensed with on the abolition of his office. If in any case, notice of at least three months is not given, and the officer has not been provided with other employment on the date on which his services are dispensed with, then, with the sanction of the Local Government, a gratuity not exceeding his emoluments for the period by which the notice actually given to him falls short of three months, may be paid to him, in addition to the pension to which he may be entitled under Articles 474 to 481 ; but the pension shall not be payable for the period in respect of which he receives a gratuity in lieu of notice. The responsible officer will, however, be required to explain any neglect on his part which may give rise to expenditure for such a gratuity.

any gratuity.

had the notice not been given him]

Offer of Re-employment.

437. An officer discharged with a Compensation pension may not, without surrendering his pension, refuse to accept any appointment which the Local Government thinks fit within six months from the date of his discharge, to offer to him The salary of such new appointments must not, however, be less than enough to raise his total receipts, under the operation of Article 514, to the amount which he received as salary immediately before his discharge, nor should the new appointment be such as the officer cannot reasonably and equitably be expected to accept.

438 The rule in Articles 511 and 512, requiring the refund of a Compensation gratuity on re-employment, applies to a gratuity awarded under Article 436, if the officer is permanently re-employed within three months from the date of notice But the officer need not refund that proportion of his gratuity under this rule which the interval of his non-employment bears to the whole period for which the gratuity is given. If the officer is re-employed only temporarily, he need refund no part of his gratuity ; but if such temporary employment is foreseen, the gratuity should be proportionately reduced.

439 Article 437 applies also to the case of an officer entitled to Compensation pension, who, upon the abolition of his own appointment, is transferred by competent authority to another appointment. To such an officer a Compensation pension may be simultaneously awarded, subject always to the limitation prescribed by Article 511.

Acceptance of new Appointment.

440. If an officer who is entitled to Compensation pension accepts instead another appointment in the public service, and subsequently becomes again entitled to receive a pension of any class, the amount of such pension shall not be less than he could have claimed if he had not accepted the appointment.

Section III.—Invalid Pension.

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441 An Inval.d pension is av
vice, to an officer who by bodily
tated for the public service, or f
belongs.

Rules regarding Medical Certificates.

old or up-
the head
incapaci-
ty for service must be established by a medical certificate attested as follows :—

(*a*) If the officer submitting it is on leave in England— by the Medical Board at the India Office.

(*b*) If he is serving at or near the capital town of a Province—by the Administrative Medical Officer of the Province, or by a Medical Committee over

which the Administrative Medical Officer should, when practicable, preside.

(*c*) If he is an officer in Superior service, and is serving in the interior of the country under such circumstances that, in the opinion of the authority who sanctions the pension, he can be conveniently required to appear before a Medical Invaliding Committee—by such Committee.

(*d*) In other cases, the authority who sanctions the pension may either accept a certificate given by a single Commissioned Medical Officer or Medical Officer in charge of a civil station, or assemble a special Invaliding Committee at a convenient civil station.

(*e*) If the pension applied for exceeds Rs. 100 a month, a certificate by a single Medical Officer should not be accepted as sufficient, if it is possible, without undue inconvenience, to assemble an Invaliding Committee or to cause the applicant to appear before the Director-General, Indian Medical Department, or the Standing Medical Committee at the Presidency.

(*f*) Except in the case of an officer on leave in England, no medical certificate of incapacity for service may be granted unless the applicant produces a letter to show that the head of his office or department is aware of his intention to appear before the Medical Officer The Medical Officer shall also be supplied by the head of the office or department in which the applicant is employed, with a statement of what appears from official records to be the applicant's age. Where the applicant has a service book, the age there recorded should be reported.

443. (*a*) A succinct statement of the medical case, and of the treatment adopted, should, if possible, be appended.

(*b*) If the Examining Medical Officer, although unable to discover any specific disease in the officer, considers him incapacitated for further service by general debility while still under the age of fifty five years, he should give detailed reasons for his opinion, and, if possible, a second medical opinion should always in such a case be obtained

(*c*) In a case of this kind, special explanation will be expected from the head of the office or department of the grounds on which it is proposed to invalid the officer.

444. A simple certificate that inefficiency is due to old age or natural decay from advancing years, is not sufficient in the case of an officer whose recorded age is less than fifty-five years, but a Medical Officer is at liberty, when certifying that the officer is incapacitated for further service by general debility, to state his reasons for believing the age to be understated. An officer's pension should not be reduced under Article 478 (*a*) on the ground of such a belief having been expressed unless it is clearly shown by the medical and other evidence that the age has been intentionally understated.—[*See clauses* (*b*) *and* (*c*) *of the preceding Article.*]

Form of Medical Certificate in England.

445. The form of the medical certificate given by the Medical Board attached to the India Office, respecting an officer applying for pension in England is as follows :—

"We have carefully examined Mr.

Taking into account all the facts of the case as well as his present

condition we consider that he is incapable of discharging the duties of his situation, and that such incapability is likely to be permanent. We therefore recommend that he be permitted to retire from the service of Government on the pension or gratuity for which he may be eligible."

446. If any doubt arises regarding the validity of a certificate by the Medical Board attached to the India Office, the Audit Officer must not of his own motion reject the certificate as invalid, but must submit the matter for the decision of the Local Government.

Form of Medical Certificate in India.

447. (*a*) The form of the certificate to be given respecting an officer applying for pension in India is as follows:—

> Certified that I (we) have carefully examined *A B*, son of *C D*, a ——— in the ——— ——— His age is by his own statement ——— years, and by appearance about——— years. I (we) consider *A B* to be completely and permanently incapacitated for further service of any kind [or in the Department to which he belongs] in consequence of (*here state disease or cause*). His incapacity does not appear to me (us) to have been caused by irregular or intemperate habits.

NOTE.—[If the incapacity is obviously the result of intemperance, substitute for the last sentence: "In my (our) opinion, his incapacity is the result of irregular or intemperate habits"]

> (*If the incapacity does not appear to be complete and permanent, the certificate should be modified accordingly and the following addition should be made*:) I am (we are) of opinion that *A B* is fit for further service of a less laborious character than that which he has been doing [or may, after resting for ——— months, be fit for further service of a less laborious character than that which he has been doing].

(*b*) The object of the alternative certificate (of partial incapacity) is that an officer should, if possible, be employed even on lower pay, so that the expense of pensioning him may be avoided. If there be no means of employing him even on lower pay, then he may be admitted to pension; but it should be considered whether, in view of his capacity for partially earning a living, it is necessary to grant to him the full pension admissible under rule. The principle of Article 427 must always be carefully borne in mind.

Signallers in the Telegraph Department.

448. (*a*) In the case of Signallers in the Indian and Indo-European Telegraph Departments, the medical certificate prescribed by Article 447 may, if it is found after medical examination that it cannot be granted, be dispensed with in special cases when inefficiency is not the result of misconduct, and instead of it two certificates—

(i) one in form A signed by two superior officers of the Telegraph Department; and

(ii) the other in form B signed by the Director-General of Telegraphs —may be substituted.

FORM A. "We certify that, after a perusal of the records of *A B*'s service and of the report of his immediate superior during the last twelve months of his service, we are satisfied that he is permanently incapacitated for the duties of a Signaller in the Telegraph Department."

FORM B "After a careful consideration of *A B*'s case, I concur with Messrs. *C* and *D* in thinking that he is permanently incapacitated for the duties of a signaller in the Telegraph Department, and accordingly recommend that he may be permitted to retire on the pension or gratuity for which he may be found eligible."

(*b*) The practice enjoined in Articles 447 (*b*) and 453 of re-employing pensioners should be carefully followed as far as practicable in these cases.

(*c*) Officers permitted to retire under this Article may be granted a pension or gratuity of only four-fifths of the amount that would be admissible for a man permanently unfit for any duty.

NOTE —[This Article applies only to men who are "Signallers", including in that term Telegraph Masters who are members of the signalling staff, when they retire]

Special Precautions in the Police.

449. District Superintendents of Police should be on their guard against endeavours to retire on Invalid pension by officers who are capable of serving longer.

450. Medical Officers should confine themselves to recommending leave to such policemen as are not likely to benefit by a further stay in hospital, and should not certify that a policeman is incapacitated for further service unless they are officially requested to report upon his incapacity for further service.

451. Medical Officers should be specially searching in their examination of the physical unfitness of every applicant for pension, and, whenever the number of applicants for pensions is large, the examination should, if possible, be conducted by two Medical Officers.

Restrictions.

452. An officer discharged on other grounds has no claim under Article 441, even although he can produce medical evidence of incapacity for service.

453. Article 427 applies, *mutatis mutandis*, in the case of an officer invalided under Article 441 as unfit for employment only in some particular branch of the public service. Every effort should be made to find for such an officer other employment suited to his particular capacity.

454. If the incapacity is directly due to irregular or intemperate habits, no pension can be granted. If it has not been directly caused by such habits, but has been accelerated or aggravated by them, it will be for the authority by which the pension is grantable to decide what reduction should be made on this account.

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Applicant to be discharged.

455. An officer who has submitted under Article 442 a medical certificate of incapacity for further service, must not (except for special reasons to be reported to the Local Government) be retained in active service pending a decision on his application for pension, nor can he obtain leave of absence except Subsidiary leave preparatory to retirement Without the further special sanction of the Local Government, service after the date of a medical certificate does not count for pension.

456. The object of Article 455 is to discourage tentative applications; but an inferior servant (including in that term a Police officer whose pay does not exceed Rs. 20) who, in the opinion of the head of his office, is fit for light work may be retained in employment till his pension is sanctioned, provided that his place is not filled up till he retires, and that his service counts only to the date of his medical certificate

457. Article 455 refers only to the retention in *active* service of an officer who has furnished a medical certificate in support of an application for Invalid pension or gratuity while in India The retirement of an officer who is absent on leave other than Privilege leave, when such certificate is submitted, may have effect from the termination of his leave, and the officer may continue to draw leave allowance to the end of his leave.

Section IV.—Superannuation Pension.

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458. A Superannuation pension is granted to an officer in superior service entitled or compelled, by rule, to retire at a particular age.

459. (*a*) An officer who has attained the age of 55 may be required to retire by the Local Government under which he is employed. The Local

No. 317.

Page 115, Article 459.

dd the following at the end of clause (b) of this Article :—

But no claim from an officer to compensation on account of the enforcement of the rule will be entertained.

(5th Edition, No. 317, dated 9-11-12.)

and before the expiry of each extension of service. In every case the extension should be given for not more than one year at a time.

(*d*) An officer who has attained the age of 60 cannot be retained in the service of Government save in very exceptional circumstance, and with the sanction of the Local Government.

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12

460. An officer, who is compelled to retire under the preceding Article or who retires voluntarily under Article 464, and part of whose service has been Inferior, is entitled to pension on the same conditions as if he had been invalided under Article 481 and to the option allowed by Article 398.

Survey of India.

461. Officers in the Survey of India, of not lower rank than Sub-Assistant Superintendent, cease to be in employ on attaining the age of 55 years, unless specially permitted by the Secretary of State, in the interests of the public service, to remain in the Department for a further definite period.

[illegible]

of State for information.

462.—*Cancelled.*

Procedure.

463 With a view to the issue of necessary orders as to retention or otherwise of officers to whom Article 459 applies, the Audit Officer should on or about the 1st of September in each year, submit to the authorities concerned (*vide* Article 459 and Appendix No. 1) a list of those who will attain the age of 55, or complete the term for which extension has been allowed, during the next official year.

Optional Retirement at Fifty-five.

464. An officer in Superior service who has attained the age of 55 years may, at his option, retire on a Superannuation pension.

Section V.—Retiring Pension.

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465. A Retiring pension is granted to an officer who voluntarily retires after completing qualifying Superior service for thirty years or such less time as may for any special class of officers be prescribed.

466.—(*See Article 509-A.*)

Combined Appointments.

467. An officer holding two or more separate appointments may not, save with the express sanction of the Government of India in the Finance Department or, if pensions are a Provincial charge, of the Local Government, resign one or more of such appointments on a pension, without retiring from the public service altogether. There is no objection to his being relieved from one or more of such appointments at any time, without being compelled to

leave the service altogether; but in such case, any pension admissible to him for service in the office or offices from which he is relieved, will be deferred until he finally retires

Currency.

469 A pension is fixed in rupees, and not in sterling money, even though it is to be paid in England.

Award of Full Pension.

470. (*a*) The full pension admissible under the rules is not to be given as a matter of course, or unless the service rendered has been really approved. (*See Appendix* 9.)

(*b*) If the service has not been thoroughly satisfactory, the authority sanctioning the pension should make such reduction in the amount as it thinks proper

Limitations.

471 An officer entitled to pension may not take a gratuity instead of pension.

NOTE —[See the note under Article 807.]

472 In the case of an officer who has any service under the Imperial (British) Government, pension from Indian Revenues should not be fixed until it has been ascertained whether any pension is payable from Imperial funds in respect of the service under the British Government.

473. An officer, not being a Military officer or a member of the Indian Civil Service, transferred to service under a Colonial Government, on final retirement from the Colonial service on pension or compensation allowance, receives, from Indian Revenues, for each completed year of qualifying and uninterrupted service in India, a pension of one-sixtieth of his average emoluments at the time of his transfer, such average emoluments to be calculated for the last three years, or, if the whole service in India is less than three years, for the whole pe iod of service. The pension is subject to a maximum limit of Rs. 2,000 a year for an Indian service not exceeding ten years and Rs. 4,000 a year in any other case.

NOTE.—[The sanction of the Government of India is required to the transfer of an officer to any service of the description mentioned in this Article.]

PART IV.

Section II.—Amount of Superior Pension.

474. The amount of a pension is regulated as follows:—

(*a*) After a service of less than ten years, a gratuity not exceeding (except in special cases, and under the orders of the Government of India) one month's emoluments for each completed year of service If the emoluments of the officer have been reduced during the last three years of his service, otherwise than as a penalty, average emoluments may, at the discretion of the Local Government, be substituted for emoluments

(*b*) After a service of not less than ten years a pension not exceeding the following amounts:—

Years of completed service	Scale of pension	Maximum limit of pension. Rs	Rs.
10	10 sixtieths of average emoluments	2,000 a year, or	166⅔ a month.
11	11 " " "	2,200 "	183⅓ "
12	12 " " "	2,400 "	200 "
13	13 " " "	2,600 "	216⅔ "
14	14 " " "	2,800 "	233⅓ "
15	15 " " "	3,000 "	250 "
16	16 " " "	3,200 "	266⅔ "
17	17 " " "	3,400 "	283⅓ "
18	18 " " "	3,600 "	300 "
19	19 " " "	3,800 "	316⅔ "
20	20 " " "	4,000 "	333⅓ "
21	21 " " "	4,200 "	350 "
22	22 " " "	4,400 "	366⅔ "
23	23 " " "	4,600 "	383⅓ "
24	24 " " "	4,800 "	400 "
25 and above	30 " " "	5,000 "	416⅔ "

NOTE.—[For the precise meaning of average emoluments, see Articles 486 and 487]

475. Officers holding any of the appointments enumerated below and belonging to what was formerly termed the Uncovenanted Service, may be allowed by the Local Government an additional pension of Rs. 1,000 a year, provided that they have rendered not less than three years of effective service (that is, service of the same nature as that which, under the provisions of Article 641, counts for the special pensions admissible under Article 642) in such appointment, and provided also that in each case during such service the officer has shown such special energy and efficiency as may be considered deserving of the concession. In the case of officers entering Government service after the 31st December 1909, the grant of the additional pension is subject to the further condition that they must, in the event of Voluntary retirement, have completed, twenty-eight years of qualifying service. Voluntary retirement for the purpose of this rule should be taken as retirement under Articles 464 and 465.

REGISTRATION DEPARTMENT.—Inspectors-General under Local Governments, but not under Chief Commissionerships.

POLICE DEPARTMENT.—Inspectors-General and Deputy Inspectors-General under Local Governments and Administrations, and the Commissioners of Police, Calcutta, Madras, Rangoon and Bombay.

JAIL DEPARTMENT.—Inspectors-General under Local Governments, but not under Chief Commissionerships.

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EDUCATION DEPARTMENT —Directors of Public Instruction under Local Governments and Administrations.

ACCOUNT DEPARTMENT (CIVIL)—

(*a*) *Comptroller and Auditor General and Accountants General.*

(*b*) In the case of officers of the Enrolled List who have elected the scale of pay sanctioned in the Secretary of State's despatch No. 51-Financial, dated 11th May 1906—Appointments in class 1 of the List.

(*c*) In the case of officers of the Enrolled List who have not elected the scale above referred to—Deputy Comptroller General, Deputy Auditors General, Comptroller, India Treasuries, and Comptroller, Central Provinces.

POSTAL DEPARTMENT.—Director-General of the Post Office, Deputy Director-General of the Post Office, Postmaster-General.

AGRICULTURAL DEPARTMENT.—Inspector-General of Agriculture.

FOREST DEPARTMENT.—Inspector-General of Forests, and Conservators.

ARCHÆOLOGICAL DEPARTMENT —Director-General.

GEOLOGICAL SURVEY DEPARTMENT.—Director.

SURVEY DEPARTMENT.—Surveyor-General, Deputy Surveyor-General and Superintendents, 1st Grade.

METEOROLOGICAL DEPARTMENT —Director-General of Observatories.

POLITICAL DEPARTMENT.—Officers of the rank of Resident in the graded list of the Political Department.

GENERAL ADMINISTRATION.—Commissioners of Divisions.

JUDICIAL DEPARTMENT —Divisional Judges of the first grade in Burma.

CIVIL VETERINARY DEPARTMENT.—Inspector-General, if he is a civil officer of the Department.

CRIMINAL INTELLIGENCE DEPARTMENT.—Deputy-Director of Criminal Intelligence.

LAND REVENUE DEPARTMENT —Settlement Commissioner and Director of Land Records in Burma.

IMPERIAL CUSTOMS DEPARTMENT.—Collectors.

PRINTING, STATIONERY AND STAMPS DEPARTMENT.—Controller.

NOTE —[See special addition to the form of certificate in Form No. 26 (Pension)]

476 The following special scale of pension is admissible to officers appointed in England to the Forest and Geological Survey Departments :—

(*a*) After a service of less than ten years, an invalid gratuity on the scale laid down in Article 474 (*a*).

(*b*) After a service of not less than ten years, an invalid pension not exceeding the following amounts —

Years of completed service	Scale of pension.	Maximum limit of pension.	
		Rs	Rs
10	20 sixtieths of average emoluments	1,000 a year or	83⅓ a month.
11	21 " " "	1,400 "	116⅔ "
12	22 " " "	1,800 "	150 "
13	23 " " "	2,200 "	183⅓ "
14	24 " " "	2,600 "	216⅔ "
15	25 " " "	3,000 "	250 "
16	26 " " "		
17	27 " " "		
18	28 " " "		
19	29 " " "		

(The maximum of Rs 3,000 a year or 250 a month is bracketed against 15 to 19 years.)

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Regulations, means the emoluments which the officer was receiving immediately before his retirement and includes—

(*a*) Pay;
(*b*) Personal allowance; continues to reckon as part of "Emoluments" even when it is wholly or partly absorbed in acting allowance not so reckoning;
(*c*) Fees or commission, if they are the authorised emoluments of an appointment, and are *in addition* to pay. In this case "Emoluments" means the average earnings for the last six months of service;
(*d*) Charge allowance to Signallers in the Indian and Indo-European Telegraph Departments, and to Inspectors for line maintenance in the Persian Section, Indo-European Telegraph Department,
(*e*) Commission in the case of a Thugyi in Lower Burma. "Emoluments" in this case being held to mean the average of his monthly receipts in commission during the three years' actual service previous to retirement—but see example (3) under Article 489;
(*f*) Bullock Train allowance in the Post Office Department;
(*g*) Allowance attached to a Professorship or Lecturership in a Government Institution;
(*h*) Acting allowances of an officer without a substantive appointment if the acting service counts under Article 371, and allowances drawn by an officer appointed provisionally or substantively *pro tempore* to an office which is substantively vacant and on which no officer has a lien, or to an office temporarily vacant in consequence of the absence of the permanent incumbent on leave without allowances, or on transfer to Foreign service.

1. In the case of Section-writers and Press servants, whose service qualifies under Article 380 "Emoluments" means the average earnings of the last six months of service. For calculating gratuity on the Superior scale, "Emoluments" means the average earnings of the last six months in Superior service, and for calculating pension on the Inferior scale, Pay means the average earnings of the last six months in Inferior service.

487. The term "Average Emoluments" means the average calculated upon the last three years of service

[illegible]

with [illegible]
his [illegible]
woul[illegible]
pens[illegible]
absei[illegible]
actually [illegible]
2. [illegible]
without [illegible]
circumstances that the period of suspension does not count as service, the periods so passed should be disregarded in the calculation of the average, an equal period before the three years being included.

3. Excepting as provided in rules 1 and 2, only emoluments actually received can be included in the calculation For example, when an officer is allowed to count time retrospectively towards increase of pay, but does not receive retrospectively the intermediate periodical increments, these intermediate increments are not reckoned in the calculations.

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Allowances which do not count.

488. An officer cannot count the following allowances :—

allowances, including allowances given for duties permed in addition to the work of a regular appointment ;
ıg allowances, Working allowances, and Provision allowances officers in the Marine Department ;
-rent allowance, or estimated value of free quarters ;
ınd other allowances (to officers who accompany the Viceroy any Government),
ensation for dearness of provisions

Net Emoluments taken.

art of an officer's pay or emoluments, which is specially vide for expenses incidental to his duty, must be excluded. ng are examples of the operation of this Article :—

n officer's pay is intended partly to cover the expense of keeping a horse, his pay must be taken only at what it s not intended to cover such expense When a waterudes provision for a bullock, his pay must be taken at what were not required to keep a bullock.
consolidated pay specially includes tentage, travelling ıse allowance, these must be deducted.
mission paid to a Thugyi in Lower Burma goes in part to idental to his office. In calculating "Emoluments" or ments" for pension purposes, 2½ per cent. on a Thugyi's e average commission of the last three years of his service year, is deducted, as representing the expenses of his office ; mputed u[illegible] nder. No deduction is made if the on of a T[illegible] last three years of service does not ear ; in [illegible] pension is computed upon the h avera[illegible]
fficer's p[illegible] wo rates, a smaller rate during a higher [illegible] riods passed on tour or travele alone [illegible] sis of the calculation.
e on t[illegible] counts for pension under the p[illegible] tment held by the officer,

PART IV.

and not that drawn in respect of the temporary duty, is taken into consideration in determining the amount of pension.

491. The preceding article does not apply to an officer deputed temporarily to service in the Income Tax Department, or to an officer deputed on abolition of his appointment to special duty (*Article* 379), or to an officer who, when his appointment was abolished, was on special duty. In these cases the full allowances are counted.

Combination of Appointments.

492. If an officer has held more than one appointment, in respect of each of which, if he had held it separately and alone, pension would have been admissible to him, the pension admissible to him is the sum of the several pensions which would have been admissible to him if he had held each office separately and alone. The consolidated pension thus admissible is subject to the limitations prescribed in Articles 474 to 480 and 481.

493. An officer is not entitled for service in an office conjointly with another office, to any pension which would not have been admissible to him if he had held the office separately and alone.

Chapter XX.—Special Rules for the Police.

Section I.—Extent of Application.

Government Police.

494. The rules in this Chapter apply to—

(1) Members of Police Forces constituted under Acts XIII of 1856, XXIV of 1859, and V of 1861 of the Governor-General of India in Council, Act IV of 1866 of the Lieutenant-Governor of Bengal in Council and Acts VII of 1867 and I of 1872 of the Governor of Bombay in Council.

(2) The Trans-Indus Police Force, which was not organised under Act V of 1861 until the 4th August 1873, and never possessed a Superannuation Fund.

(3) Members of the Salt Preventive Force employed on the Northern Frontier line, at the Runn Salt Works in the Bombay Presidency and on the Salt Preventive Lines on the Goa and Daman frontiers, though the Forces to which they belong are not constituted under any Act of the Legislature, and never possessed a Superannuation Fund.

(4) Members of the Police Force serving in the Baluchistan Agency, and sowars of the Somali Coast Mounted Police Force, although the Forces are not constituted under any Act of the Legislature.

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Municipal Police.

495. (*a*) If the Police of a town are wholly supported by, and under the control of, a Municipality, the Government has no concern with their pensions.

(*b*) But if the Government, being interested in the efficiency of a Police Force, paid, wholly or partly, by a Municipality, the Calcutta Port Trust, or from Cantonment Funds, or from the General Revenues subsidised by a contribution from a Municipality, the Calcutta Port Trust, or from Cantonment Funds, undertakes the organisation and control of the Force, as connected with and auxiliary to the Civil Constabulary, service in such a Force qualifies. The contributions of Municipalities, the Calcutta Port Trust, or of Cantonment Funds towards the cost of the pensions of such Forces are, for the present, undetermined.

496. The Police Force in the Presidency towns of Calcutta, Madras, and Bombay, and in the Municipalities in Lower Bengal, come under clause (*b*) of the preceding Article.

497.—*Omitted.*

Railway Police.

498. The service of members of the Railway Police, appointed and controlled by Government, qualifies, though they may be either wholly or partly paid by the Railway Companies.

Section II.—Qualifying Service.

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499. Service in any of the Police Forces mentioned in Article 494, after the establishment of a Superannuation Fund in the Force, qualifies.

NOTE 1.—[The Superannuation Funds were Funds to which, with the exception of certain soldiers of the Sikh Darbar and members of the Oudh Military Police, Police officers whose pay did not exceed Rs 20 were obliged to contribute. In return for these contributions, they became entitled to pensions according to the rules of the several Funds.

Officers whose pay exceeded Rs 20 did not contribute, as they came under the operation of the ordinary pension rules

[illegible] ceased to [illegible] of 1866 [illegible] December 1905

[illegible]

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whether, in the latter case, the subscriptions recovered from them on account of the Police Superannuation Fund should not be refunded.

"In reply, I am to say that, as a general rule, the subscriptions recovered from the employés in question should be refunded to them with interest, and their claims to pensions will then be dealt with in accordance with the ordinary rules for Inferior servants. In the case, however, of men who have served for not less than ten years, the option should be allowed them either of receiving back their subscriptions and coming under the ordinary pension rules, or of continuing their subscriptions and eventually receiving pensions under the special rules for the Police."—[*Finance Department to Bombay, No 1051d, dated 23rd June 1876.*]

500. Men of the Police Force of the Cities of Bombay and Calcutta who have served the full time for pension in the Force and who joined the Force before the 1st April 1886 and 27th December 1905, the respective dates of the abolition of the Superannuation Funds, are on being invalided, admitted to the benefits of the Superannuation Fund on paying up their subscriptions for the full period of their service. Under this rule the service of an officer in the Bombay and Calcutta City Police before the establishment of the Superannuation Fund counts towards pension under the rules of the Funds if he pays up his subscriptions for the whole period of his service in the Police Force.

1. This privilege applies only to Police officers whose pensions are determined according to the rules of the Superannuation Fund of the Bombay or Calcutta City Police, and not to any officer whose pension is granted in accordance with the rules prescribed in Chapters XVIII and XIX for the calculation of pensions for Superior service

Service before enlistment.

501 In the following cases service rendered before enlistment in the present Police Constabulary qualifies :—

(a) Soldiers transferred to the Police on reduction of the Native Army count their Army service.

1. This concession does not apply to a soldier voluntarily taking his discharge from the Army and entering the Police, except as to soldiers who, under the authority of the order in the Military Department, No 526 E. S, dated 25th October 1880, volunteered for service in the Port Blair Police

(b) Service in Superior grades in any other Department qualifies.

(c) Service in the Bombay Excise (Abkari) Police, before that Force was amalgamated with the Bombay District Police, qualifies.

(d) Native Commissioned officers and men of the Army who volunteer for transfer to the levies and Military Police raised in Burma, in consequence of the annexation of Upper Burma, are allowed to count their Army service for pension under the rules applicable to the Police in that Province.

(e) A subadar or jemadar of the Bengal or Assam Military Police, recruited from the Army or from a local corps, and Native Officers and men of the Dera Ghazi Khan Border Military Police recruited from the Army count service as follows :—

(i) a man recruited from the Army will be eligible for pension under the civil rules (counting both his past Military and Police service) on completion of ten years' service in the Military Police. If he retires with less than ten years' service in the Police, he will be granted pension on the Military scale according to his rank

for the whole period of his service including service in the Police.

(ii) a man recruited from a local corps, may count half his service in such corps towards Civil pension.

NOTE.—[Pensions granted to men who count Army service under the foregoing rules are, if their Military service was sufficient to entitle them to pension if discharged without fault,

No. 348.

Page 127. Article 502.

Add the words "or of the Inspector General of Police" after the word "pension" in the last line of this Article.

(5th Edition, No. 348, dated the 1st May 1914.)

Section III.—Amount of Pension.

Officers on pay not exceeding Rs. 20.

503. The pension admissible to an officer whose pay at date of discharge or resignation does not exceed twenty rupees, will be determined as prescribed in Article 505, according to one of the following scales.—

Scale A.—According to the rules of the Superannuation Fund of the Force.

1. As the rules of the Superannuation Fund did not always provide for Compensation pension the following orders were issued with reference to the reductions directed in 1869:—
(1) Compensation pension should be awarded at the same rate as the Superannuation Fund Rules provide for Invalid pensions.
(2) But if a gratuity thus awardable is less than the amount (without interest) of the officer's subscription to the Fund, the difference should be made up.

Scale B.—According to the rules prescribed in Chapters XVII to XIX for the calculation of pensions for Superior service; except that all service in the Police after the age of eighteen years qualifies.

NOTE.—[Policemen in the lower ranks of the Madras City Police, on salaries not exceeding Rs. 20 a month, who enlisted after the 19th July 1871, may retire on pension without medical certificate after twenty-five years' service.]

504. (*a*) The pension of an officer of the Town Police of Calcutta who was in the Force before the 27th December 1905, and of an officer of the Town Police of Bombay who was in the Force before the 1st April 1886, is regulated by Scale A.

(*b*) The pension of an officer of the Town Police of Bombay, if he was enlisted or re-enlisted on or after 1st April 1886, is regulated by Scale B.

505. The pension of an officer of any other Force is regulated as follows:—

(*a*) If he was in the Police before the 19th July 1871 and has served continuously since that date, by Scale A or Scale B according to his election.

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(b) If he was enlisted or re-enlisted on or after the 19th July 1871, by Scale B.

(c) The pension of an officer enlisted in the Calcutta or Suburban Police Force on or after 27th December 1905 is regulated by Scale B. The pension of an officer who was enlisted before 27th December 1905 and subscribed to the Police Superannuation Fund, and whose pay at the date of discharge does not exceed Rs. 20 is, on his being invalided, regulated by Scale A, provided he pays up his subscriptions from the 27th December 1905 to the date of his retirement. Failing such payments his pension or gratuity is regulated by Scale B.

Officers on pay exceeding Rs. 20.

506. The pension admissible to an officer whose pay at date of discharge or resignation exceeds twenty rupees, is determined by the rules which apply to ordinary service, except that service rendered after the completion of twenty years of age, and declared by this Chapter to be qualifying, is treated as Superior service, and that the benefit of Article 502 is not withdrawn from a Police officer by reason of his being promoted to pay exceeding twenty rupees a month.

1. When a Police officer, by promotion to a pay exceeding twenty rupees, loses any benefit as to pension which he would have enjoyed had his pay remained unchanged, his pension may be regulated as if he had not received the promotion.

2. Men of the Bombay City Police count as Superior their service in the Force in Inferior grades before the establishment of the Superannuation Fund

Previous Inferior Service.

507. If part of an officer's continuous service qualifies for pension under the general rules, but does not qualify under the rules in this Chapter he may elect to receive, in lieu of the pension admissible under this Chapter, such pension as is admissible to him under Articles 398 and 481 to 483 for the whole of his service, both Inferior and Superior (see Article 460).

508. An officer who, under Article 505, has elected to abide by Scale B will, if he takes gratuity under the preceding Article, obtain, in lieu of the scale prescribed in Article 481, one month's pay for every complete two years of service, but not more than twelve months' pay in all.

Calculation of Pension.

509. Except in the case of officers of the Town Police of Calcutta, and of officers of the Town Police of Bombay who were in the Force before the 1st April 1886 (Article 501), pension is to be calculated upon the net pay, *i.e.*, the pay actually received by the officer, and not upon the gross pay, *i.e.*, the pay from which were deducted the subscriptions to the Superannuation Funds [*see concluding sentence of Note* (1) *to Article* 499]. But this rule shall not, unless he be either promoted to higher pay or degraded for misconduct to lower pay, be applied to any officer who, on the 19th July 1871, was entitled, by the rules of the Superannuation Fund, to have his pension calculated on his gross pay.

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Chapter XXI.—Re-employment of Pensioners.

Section I—General.

509 A. No officer, Civil or Military, may retire with the view of being re-employed, and drawing pension in addition to pay, whether in the general service or in the service of any Local Fund.

510. When a person who was formerly in Government employ, either Civil or Military, is re-employed whether temporarily or permanently in Government service or in the service of a Local Fund, it shall be incumbent on him to declare the amount of any gratuity, bonus or pension received by him on retirement. The authority re-appointing him shall specifically state in the order of re-appointment whether any deduction is to be made from pension or salary as required by the rules of this Chapter and shall communicate a copy of the order to the Audit Officer.

510 A. The attention of every officer who is re-employed should be specially called to the provisions of this Chapter by the authority re-employing him, and, whenever he becomes aware of such an appointment, by the Audit Officer; but the failure of such authority to do this will not be admitted as a ground for condoning any breach of the regulations contained in this Chapter.

Section II.—Civil Pensioners.

Re employment after Compensation Gratuity.

511. An officer who has obtained a Compensation gratuity, if re-employed in qualifying service, may either retain his gratuity, in which case his former service will not count for future pension, or refund it and count his former service

512. The intention to refund must be stated immediately on re-employment, but the refund may be made by monthly instalments of not less than one-third of the officer's salary, and also not less than the whole gratuity divided by the number of months which have elapsed since the end of the service for which the gratuity was given. The right to count previous service does not revive till the whole amount is refunded.

NOTE—[The equity of this rule is based upon the consideration that so long as the refund of the gratuity is postponed the officer avoids the risk and the State loses the possibility of the gratuity lapsing absolutely to the public treasury by the death or dismissal of the officer. A subsequent refund of a gratuity, even with compound interest, does not compensate the State for the loss of this possibility meanwhile]

513.—(*See 510 A*)

After Compensation Pension.

514. (*a*) An officer who has obtained a Compensation pension, if re-employed, may retain his pension in addition to his pay: Provided that, if

he is re-employed on an establishment paid from General Revenues, the pension shall remain wholly or partly in abeyance, if the sum of the pension and the pay on re-employment exceeds the pay of the appointment on abolition of which the pension was given; that is to say, an officer can draw pension only in order to make up his present aggregate emoluments to what he drew at the time of his retirement. In the case however of a pensioner re-employed, in either a permanent or temporary appointment, for *bonâ fide* temporary duty lasting for not more than a year, the Local Government or, in cases where the pension does not exceed Rs. 10 a month, the officer who controls the establishment on which the pensioner is to be employed, may allow pension to be drawn in whole or in part, even though the sum total of pay and pension exceeds the pay which the officer drew on retirement.

(*b*) If his re-employment is in qualifying service, he may either retain his pension (subject to the proviso above stated), in which case his former service will not count for future pension, or cease to draw any part of his pension and count his previous service. Pension intermediately drawn need not be refunded.

NOTE.—[An officer counts his previous service under clause (*b*) if on re-employment his pension remains wholly in abeyance under the proviso to clause (*a*). ~~See also the note to Article 518.~~]

515. In the case of a Section writer or Press servant (*see Article 380*) re-employed, the pay of the appointment abolished is taken at the average earnings of the last six months of employment.

516. If an officer does not, within three months from the date of his re-employment, exercise the option conceded by Article 514, of ceasing to draw pension and counting his former service, he may not thereafter do so without the permission of the Local Government.

517. An officer who, under Article 514, draws pension in addition to pay [illegible] pension [illegible] would [illegible] under the same circumstances while holding his abolished appointment: Provided that his allowances on leave shall never be less than his pension.

518.—*Cancelled.*

After Invalid Pension.

519. There is no bar to the re-employment of an officer who has regained health after obtaining Invalid pension, or if an officer is invalided as being incapacitated for employment in a particular branch of the service, to his re-employment in some other branch of the Service. The rules in such a case as to refunding gratuity, drawing pension, and counting service, are the same as in the case of re-employment after Compensation pension.

After Superannuation or retiring Pension.

520. An officer who is in receipt of a Superannuation or Retiring pension shall not be re-employed or continue to be employed in service paid from

General Revenues or from a Local Fund except on public grounds. The authority sanctioning the re-employment or continued employment of an officer will prescribe whether during such re-employment or continued employment his pension shall be held wholly or partly in abeyance. If pension is [illegible]

No. 44.

Page 131. Article 521.

Substitute the following for clause (i) of this Article:—

(i) that of the Government of India in the Administrative Departm[illegible] concerned, in case of pensioners who previous to retirement ser[illegible] [illegible] the Government of In[illegible] [illegible] Imperial branch of [illegible] [illegible] officers who previ[illegible] to retirement held posts usually filled by officers of an Impe[illegible] Service or Branch.

(5th Edition, No 44, dated 1-11-10)

continued employment, may be authorised by the [illegible] establishment on which the pensioner is employed.

Exceptions

522. The foregoing rules do not apply—

(i) to a pension paid from a Police Superannuation Fund constituted by contributions from the Force. Such a pension may be drawn, without restriction, in addition to salary; or

(ii) to pensioners re-employed in non-pensionable service on the subordinate establishment of a State Railway. Such pensioners retain their gratuities and continue to draw their pensions, subject in the case of pensions of all classes, to the provisions of Article 514; or

(iii) to pensioners re-employed under the Court of Wards.

523. *A pensioner of any class may be employed* as an *Extra Departmental* Agent in the Post Office, or as a Sub-Registrar under the law for the registration of documents, remunerated by fees only

524.—*Cancelled.*

Section III.—Military Pensioners.

525. (*a*) Except where it is otherwise expressly stated (see Article 509 A) the foregoing rules do not apply to a Military pensioner in Civil employ.

he is re-employed on an establishment paid from General Revenues, the pension shall remain wholly or partly in abeyance, if the sum of the pension and the pay on re-employment exceeds the pay of the appointment on abolition of which the pension was given; that is to say, an officer can draw pension only in order to make up his present aggregate emoluments to what he drew at the time of his retirement. In the case however of pensioner re-employed, in either a permanent or temporary appointme for *bonâ fide* temporary duty lasting for not more than a year, the Lo Government or, in cases where the pension does not exceed Rs. 10 a mon the officer who controls the establishment on which the pensioner is to employed, may allow pension to be drawn in whole or in part, even thou total of pay and pension exceeds the pay which the officer drew

Page 130. Article 514.

Omit the words "see also the note to Article 518" at t of the note under clause (b) of this Article.

(5th Edition, No 9, dated 1-8-10.)

NOTE.—[An officer ... pension remains wholly in abeyance under ... Article 518.]

515 In the case of a Section writer or Press servant (*see Article* 3 re-employed, the pay of the appointment abolished is taken at the aver earnings of the last six months of employment.

516. If an officer does not, within three months from the date of re-employment, exercise the option conceded by Article 514, of cea to draw pension and counting his former service, he may not thereafte so without the permission of the Local Government.

517. An officer who, under Article 514, draws pension in addition to ... pen ... w ... u

the same circumstances while holding his abolished appointment: Prov that his allowances on leave shall never be less than his pension.

518.—*Cancelled.*

Page 130 Article 517

After Invalid Pension.

519. There is no bar to the re-employment of an officer who has rega health after obtaining Invalid pension, or if an officer is invalided as t incapacitated for employment in a particular branch of the service, t re-employment in some other branch of the Service. The rules in su case as to refunding gratuity, drawing pension, and counting service the same as in the case of re-employment after Compensation pension.

After Superannuation or retiring Pension.

520. An officer who is in receipt of a Superannuation or Retiring pe shall not be re-employed or continue to be employed in service paid

[illegible]

531. (*a*) If a gratuity received for the earlier service has not been refunded, gratuity or pension (as the case may be) may be allowed for the subsequent service, on condition that the amount of such gratuity or the present value of such pension calculated according to Table A in Appendix 10, *plus* the amount of the previous gratuity, shall not exceed the amount of gratuity or the present value of the pension that would have been admissible had the gratuity received for the earlier service been refunded.

(*b*) If the amount of such gratuity or the present value of such pension *plus* the amount of the previous gratuity exceed the amount of gratuity or the present value of the pension that would have been admissible if the gratuity received for the earlier service had been refunded, the excess must be disallowed.

PART V.—RULES APPLICABLE TO SPECIAL DEPARTMENTS OR SPECIAL OFFICERS.

GENERAL ARRANGEMENT.

PART V.—RULES APPLICABLE TO SPECIAL DEPARTMENTS OR SPECIAL OFFICERS.

Chapter XXII.—The Governor-General, Governors, Lieutenant-Governors and Members of Council.

Section I.—Existing Pensions how affected.

532. The following is the Statute Law applicable to the Governor-General, Governors, and Members of Council who hold or enjoy pensions:—

"Provided always and be it enacted, that if any Governor-General, Governor, or Ordi-
Member of the Council of India, or any Member of the Council of any Presidency

No. 171.

Page 137. Article 532.

Insert the following as a Note under this Article:—

NOTE.—[The audit officer concerned should, in each case, obtain from each of the officials mentioned in the above rule, when he assumes charge of his post, a statement as to whether he is in receipt of any pension, or other payment, on account of which his salary is required to be reduced under this article.]

(5th Edition, No. 171, dated 14-7-11.)

pension under the Act cited above.

Section II.—Lieutenant-Governors.

Leave Rules.

534. (*a*) Leave on Medical Certificate for not more than six months may be granted to a Lieutenant-Governor. On resuming his duties after such leave, a Lieutenant-Governor is entitled to half his salary for the period of his absence. If he is prevented from resuming his duties, he is entitled to no absentee allowances.

(*b*) A Lieutenant-Governor is not entitled to any other leave.

NOTE 1.—[Service as a Lieutenant-Governor does not qualify for any leave under the ordinary rules, but counts as continuous service for the purpose of Article 308 and does not interrupt any leave previously earned.]

NOTE 2.—[The provisions of Article 215 do not apply to a member of the Indian Civil Service who on resigning the office of Lieutenant-Governor takes furlough or special leave

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under the ordinary rules. If he resigns preparatory to retirement he is entitled to subsidiary leave on half average salary.

NOTE 3.—[A Lieutenant-Governor who is granted leave during the term of his office is required to conform to the rule—Article 224 of these regulations—as regards obtaining a certificate of fitness to return to duty.]

Acting Lieutenant-Governor.

535. The salary of a person appointed to officiate as Lieutenant-Governor is regulated in the same way as the salary of a person appointed to be temporary Member of Council (see Article 539).

Section III.—Members of Council.

Tenure of Office.

536. The tenure by a Member of Council of his office begins from the date on which he first takes upon himself the execution of his office whether as a temporary Member appointed in India, or after the issue of His Majesty's warrant of appointment; and the resignation of his office, by a Member of Council, whose successor has not entered upon his office, takes effect from the day following that of his embarkation at any port in India, excluding Aden, or from the expiry of his five years' tenure of office, whichever date is earlier. Any time during which a Member of Council (not being himself granted leave) draws less than full pay shall not be computed as part of his five years' tenure of office.

Leave Rules.

537. The leave admissible to an Ordinary Member of the Executive Council of the Governor-General or of the Governor of Madras or Bombay is regulated by Statute 24 and 25 Vict., Cap. 67, s. 26, as follows:—

Section 26.—It shall be lawful for the Governor-General in Council, or Governor in [illegible]

NOTE 1.—[Service as a Member of Council does not qualify for any leave under the ordinary rules, but counts as continuous service for the purpose of Article 308 and does not interrupt any leave previously earned.]

NOTE 2.—[The provisions of Article 215 do not apply to a Member of the Indian Civil Service who on resigning the office of Member of Council takes furlough or special leave under the ordinary rules. If he resigns preparatory to retirement he is entitled to subsidiary leave on half average salary.

NOTE 3.—[A Member of Council who is granted leave during the term of his office is required to conform to the rule—Article 224 of these regulations—as regards obtaining a certificate of fitness to return to duty.]

538. Subject to any special orders by the Government of India to the contrary, leave of absence granted to an Ordinary Member of the Council of the Governor-General (if taken out of India) commences on the day after

such Member embarks at any port in India, e... day before he disembarks at any port in In... always that such Member has not been reli...

Page 139. Article 539.

Substitute the following for the first three lines of this Article :—

539. The salary and the appointment of a temporary Member of the Executive Council of the Governor General or of the Governor of Madras or Bombay or Bengal or of the Lieutenant Governor of any Province is regulated by Statute 24 and 25 Vict., Cap. 67, s. 27, as follows :—

(5th Edition, No. 267, dated 1-5-12.)

person provisionally appointed to succeed thereto shall be then present on the spot, then, and on every such occasion, such vacancy shall be supplied by the appointment of the Governor-General in Council or the Governor in Council, as the case may be; and until a successor shall arrive, the person so nominated shall execute the office to which he shall...

In case of absence.

And if any Ordinary Member of the Council of the Governor-General or of the Councils of either of the Presidencies shall, by any infirmity or otherwise, be rendered incapable ... er shall be absent on leave ... s aforesaid, then the place ... by such person, and if no person provisionally appointed to succeed to the office shall be then on the spot the Governor-General in Council, or Governor in Council, as the case may be, shall appoint some person to be a temporary Member of Council and until the return of the Member so absent or unable to attend, the person so provisionally appointed by the Secretary of State in Council, or so appointed by the Governor-General in Council or Governor in Council as the case may be, shall execute the office to which he shall have been appointed, and shall have all the powers thereof and shall receive half his salary of the Member of Council whose place he supplies and also half the salary of his office under the Government of India, or the Government of either of the Presidencies, as the case may be, if he hold any such office, the remaining half of such last named salary being at the disposal of the Government of India, or other Government as aforesaid

Proviso.

Provided always that no person shall be appointed a temporary Member of the said Council who might not have been appointed as hereinbefore provided to fill the vacancy supplied by such temporary appointment.

540. A Good Service pension comes within the "allowances" which a provisional Member of Council appointed on a vacancy occurring in the office of an Ordinary Member must forego.

541. The salary of the substantive office of a temporary Member of Council appointed in the place of an Ordinary Member of Council who, by reasons of

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No. 45.

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Insert the following as Article 542 :—

542. A public officer nominated to be an Additional Member of the Imperial Legislative Council shall receive while on deputation with the Council the pay or salary which he would have drawn from time to time if he had not been so deputed. He is, in addition, entitled to draw the allowances admissible under Article 1148.

(5th Edition, No 45, dated 1-11-10.)

Statutory Rules.

543. The following rules made, under Statute 24 and 25 Vict., c. 104, s. 6, by the Secretary of State in Council of India, regulate the salaries, allowances, furloughs, retiring pensions, and (when necessary) expenses for equipment and voyage of the Chief Justices and Judges of the several High Courts established under the said Statute. They have effect from the 25th day of April 1899.

N. B.—[The headings (other than those of sections) which are introduced to facilitate reference do not appear in the Statutory rules.]

Definitions.

1. In these rules, unless there is something repugnant in the subject or context—

"Acting Chief Justice" means a Judge appointed under Section 7 of Statute 24 and 25 Vict., c. 104, to perform the duties of Chief Justice of a High Court.

"Acting Judge" means a person appointed under the said Section 7 to perform the duties of Judge of a High Court

"Judge" includes a Chief Justice and Acting Chief Justice, and an Acting Judge, except where the contrary is expressed.

"Actual service" includes—

(a) Time spent by a Judge on duty as Judge, or in the performance of such other functions as he may be directed to discharge by the Governor-General of India in Council;

(b) Time spent by a Judge on privilege or subsidiary leave;

(c) Duly authorized vacations (provided that the Judge is not absent on furlough or on extraordinary leave under Rule 20).

Section I.—Salaries.

2. The Chief Jusitce, or Acting Chief Justice, of the High Court at Calcutta, shall be paid a salary at the rate of Rs. 72,000 per annum.

3. The Chief Justice, or Acting Chief Justice, of the High Courts at Madras and at Bombay, and for the North-Western Provinces,* respectively, shall be paid a salary at the rate of Rs. 60,000 per annum.

4. A Judge, or Acting Judge, of the High Courts at Calcutta, Madras and Bombay, and for the North-Western Provinces,* respectively, shall be paid a salary at the rate of

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* United Provinces of Agra and Oudh.

Conditions of grant.

8. Except under Rules 9 and 10, furlough shall not be granted until after the completion of three years' actual service from the date of the last return from furlough or from extraordinary leave.

9. Under medical certificate, furlough may be granted before it is at credit under Rule 6, and although three years' actual service may not have been completed since the last return from furlough or from extraordinary leave.

9 A. A Judge on long leave in Europe must, if the leave was granted or has been extended on account of ill-health, whether it be technically leave on medical certificate or not, satisfy the Medical Board at the India Office as to his fitness to return to duty. Ordinarily he must attend at the India Office for examination by the Board, but, in special cases, particularly if he be residing at a distance of more than 60 miles from London, a certificate in a form to be obtained from the India Office from two medical practitioners may be accepted. On the required evidence of fitness being furnished, the Judge will receive from the India Office permission to return to India.

10. [illegible]

ice.

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Commissioner, or Additional Judicial Commissioner, is entitled on retirement to pension under the following rules:—

(1) *Qualifying Service.*—The periods of service qualifying for pension, are—

(*a*) All service in any of the judicial offices abovementioned, which but for the officer's appointment to a Membership of Council, would have counted as qualifying service for a judicial pension.

(*b*) All service as Member of Council which under Article 536 counts as part of the Member's five years' tenure of office (including leave under Article 537), and also all service as temporary Member under Article 539.

(*c*) A special addition of 2½ years which shall be made if the service counting under clause (*b*) of this rule is not less than five years.

(2) *Conditions of Grant of Pension.*—Pension will be granted on retirement after five years' service as Member of Council as defined in clause (*b*) of rule 1, or on retirement on account of certified ill-health after less than five years' service as Member of Council, provided that in the latter case the qualifying service is not less than 6¾ years.

(3) *Amount of Pension.*—(*a*) On retirement after 11½ years of qualifying service the pension will be as follows:—

(*i*) For a Member of Council who before his appointment was Chief Justice of a High Court and whose periods of service as Chief Justice and Member of Council [excluding the 2½ years added under 1 (*c*) above] were not less than 5 years 9 months	1,800*l.* if the Member was previously Chief Justice of the High Court at Calcutta; 1,500*l.* if he was previously Chief Justice of the High Court at Madras or Bombay, or for the North Western Provinces.*
(*ii*) For a Member of Council who before his appointment was Chief Justice of the High Court, but whose periods of service as Member of Council and Chief Justice [excluding the 2½ years added under 1 (*c*) above] were less than 5 years 9 months; and for a Member of Council who before his appointment was Puisne Judge of a High Court . . .	1,200
(*iii*) For a Member of Council who before his appointment was Chief Judge or Judge of a Chief Court .	1,000
Judicial Commissioner or Additional Judicial Commissioner .	750

(*b*) On retirement after qualifying service of less than 11½ years, but in circumstances entitling the Member to pension under rule 2, the pension will be of half the amount granted under clause (*a*) of this rule.

* United Provinces of Agra and Oudh.

(5th Edition, No. 175, dated 1-8-11)

2. The Chief Justice ... paid a salary at the rate of Rs. 72,000 per ...

3. The Chief Justice, or Acting Chief Justice, of the ... Bombay, and for the North-Western Provinces,* respectively, shall be paid a salary at the rate of Rs 60,000 per annum.

4. A Judge, or Acting Judge, of the High Courts at Calcutta, Madras and Bombay, and for the North-Western Provinces,* respectively, shall be paid a salary at the rate of

* United Provinces of Agra and Oudh.

PART V.

Conditions of grant.

8. Except under Rules 9 and 10, furlough shall not be granted until after the completion of three years' actual service from the date of the last return from furlough or from extraordinary leave.

9 Under medical certificate, furlough may be granted before it is at credit under Rule 6, and although three years' actual service may not have been completed since the last return from furlough or from extraordinary leave.

9 A. A Judge on long leave in Europe must, if the leave was granted or has been [illegible]

a Judge's service.

Part V.

Commencement and end of Furlough.

11 Furlough taken in India shall be reckoned from the date on which the Judge quits his office to the date of his resuming duty. Furlough taken out of India shall be reckoned from the date of embarkation at the port of departure from India to the date of debarkation on return to India, except in a case falling under Rule 24.

12. If furlough be taken partly in India and partly out of India, the commencement and termination of the furlough shall be respectively determined under the provisions of Rule 11, according as the furlough begins or ends in or out of India.

Subsidiary Leave.

which in special cases may be extended

Leave Allowances.

Number of Furloughs admissible.

15. Except under medical certificate, the number of furloughs to be granted at any

16. Applications for furlough not supported by medical certificate shall be granted

Privilege Leave—Present rules.

18.—*Omitted.*

Privilege Leave Declaration.

19. Every Judge applying for privilege leave must sign a declaration that he intends to return to duty on the expiration of the leave applied for, and that he has no intention

of resigning his office or retiring from the service or taking leave of any kind within three months after his return to duty. Such declaration shall not be held absolutely to debar the person making it from applying for permission to resign his office, or to retire from the service, or to take leave within three months after his return to duty; but every such

Combination of Leave.

20. Privilege leave may be prefixed but not affixed to furlough. This rule is to have effect as from the 25th of January 1901.

Applications for leave

21. Applications for leave shall in all cases be submitted in such manner as the Government shall from time to time prescribe

Payment of Leave Allowances

22. Leave allowances shall be payable monthly if payment is made in India, and quarterly if in England *

Effect of Leave on substantive appointment, etc.

23. No substantive appointment shall be vacated merely by reason of leave being

officiating as Judge in consequence of his absence

A Judge may be allowed to combine vacation on full pay with leave as shown in (A) and (B) below, provided that no acting allowance is sanctioned or additional expense is incurred by the State in consequence of his absence during the vacation.—

(A) Where the vacation of the High Court consists of one period, a Judge may be allowed to combine vacation on full pay with leave, either at the

(B

beginning or end thereof, but not both, or

(b) to combine both parts of one annual vacation on full pay with leave for th interveni g period

Effect of leave on Pensionary Service.

25 No leave except privilege leave and leave subsidiary to furlough shall count as service for pension

Extraordinary Leave

26. If the Government shall in its discretion deem it necessary, in any special instance, to grant to any Judge leave of absence which is not expressly provided for in the foregoing rules, such leave shall be without pay: Provided always that in no case shall such

* Leave allowance is now paid monthly in arrear if payment is made in England.

leave exceed six months or be granted more than once in the whole course of the Judge's service.

Section III.—Pensions.

Chief Justice.

27. A Chief Justice of the High Court at Calcutta after an actual service of eleven and a half years as Judge of a High Court, of which period at least five years and nine months shall have been as Chief Justice of the High Court at Calcutta, shall receive a pension not exceeding £1,800 per annum.

28. A Chief Justice of the High Courts at Madras and Bombay, and for the North Western Provinces respectively, after an actual service of eleven and a half years as Judge of a High Court, of which period at least five years and nine months shall have been as Chief Justice, shall receive a pension not exceeding £1,500 per annum.

Judges

29. A Judge of a High Court, not being eligible for pension at a higher rate under Rule 27 or 28, shall, after an actual service of eleven and a half years as Judge, receive a pension not exceeding £1,200 per annum.

Invalid Pension.

30. A Chief Justice or Judge, who retires on medical certificate after six years and nine months' actual service, shall receive a pension not exceeding one-half the amount of pension allowed for the full period of service.

Previous Service.

31. In the event of a Judge receiving a pension under the preceding rules, he will not be entitled to any other pension or retiring allowance

32. When a Judge, who at the time of his appointment to a High Court was a member of one of the Government Services in India, is permitted to retire without a pension under the preceding rules, he shall receive such a pension as he might receive under the rules applicable to the branch of the Service to which he belonged when so appointed, reckoning the period of his service as a Judge of a High Court towards service for that pension.

33. If a Judge who, at the [illegible]
one of the Government Service [illegible]
after six years and nine mont[illegible]
taking his pension or retiring allowance either under these rules or under the rules applicable to the branch of the Service to which he belonged when appointed.

Member of the Indian Civil Service.

34. No Judge, selected from the Covenanted Civil Service, shall receive any pension under these rules unless he shall have fully complied with all the rules and regulations in force for the time being as to payments to be made by him as a member of the Covenanted Civil Service on account of the provision for his own pension or retiring allowance, and for pensions to his wife and children.

Transfer to another High Court.

35. If a Judge be transferred from one High Court to another, the period he shall have served in each Court shall count towards his qualification for pension.

* United Provinces of Agra and Oudh.

Promotion to be Chief Justice.

36. If a Judge be appointed to be a Chief Justice in the Court in which he has heretofore served, or in another Court, the period of his service as Judge will count for pension according to the rate of a Judge's pension, and the period of his service as Chief Justice will count for pension according to the rate of pension of a Chief Justice of the Court to which he may have been appointed.

38. A Judge appointed under Statute 24 and 25 Vict., Chapter 204, Section 7, to perform the duties of Chief Justice is not a Chief Justice within the meaning of these rules

Extent of Application.

be serving.

Section IV —Expenses for Equipment and Voyage.

40 For the purpose of defraying the expenses of equipment and voyage from Europe on first appointment, there shall be allowed—

To a Chief Justice or Judge of any High Court, £300.

But no such allowance shall be made to any person who, being in India is appointed to the office of Chief Justice or Judge, or who having been in India, is in Europe at the time of his appointment with the intention of returning to India

Reversion to the General Service.

544 (*a*) An officer subject to the rules of any of the other Chapters of these Regulations who has for a time been removed from the operation of such rules by reason of officiating as Judge of the High Court, shall, on return to general service, have to his credit the same amount of service towards Privilege leave as was at his credit when he began to officiate as High Court Judge.

* United Provinces of Agra and Oudh

(*b*) In addition to this, he is entitled to count towards Privilege leave, under the rules to which he is subject, any period that has elapsed since he [illegible] High Court Judge which [illegible] rules applicable to Judges of the High Court.

545. If a Judge, who is a member of the Indian Civil Service or a Statutory Civil Servant, shall be permitted to resign his office and remain in the service, all leave which he may have taken as a Judge of the High Court shall be reckoned as if it had been taken under the rules for the leave of absence of members of the Indian Civil Service or Statutory Civil Servants, as the case may be.

Chapter XXIV.—Barrister and Pleader Appointments.

Barristers' Privileges.

546 No Civil officer, whether a member of the Indian Civil Service or otherwise, is entitled to any special privileges by reason of his being a Barrister, unless, on his first admission to the service, he is appointed to some office in which the Local Government, with the sanction of the Government of India, has declared it to be necessary on public grounds to employ a Barrister.

1. A Barrister without a substantive appointment, appointed to act in an office which is either reserved for a Barrister or for which a Barrister is generally selected, may, with the special sanction of the Local Government, be allowed to draw an acting allowance not exceeding two-thirds of the pay of the appointment.

547. The following officers, not being members of the Indian Civil Service, are entitled to the special privileges detailed in this Chapter:—

- Barrister and Pleader Judges of the Chief Courts of the Punjab and Lower Burma.
- First Judges of Small Cause Courts of Presidency towns, if Barristers.
- Secretary to the Government of India in the Legislative Department, if Barristers.
- Judicial Commissioner or Additional Judicial Commissioner of Oudh and of the Central Provinces, if Barristers.
- Administrator General of Bengal, if Barristers.
- Judge of the Court of Small Causes, Rangoon, if Barristers.
- Additional Judicial Commissioner of Sindh, if Barristers.
- Administrator-General and Official Trustee, Bombay, if Barristers.
- Legal Remembrancer and Secretary to the Legislative Council, Punjab, if Barristers.

Page 147. Article 548.

Substitute the following for this Article :—

548. (*a*) Except [illegible] etary
to the Legislative C [illegible] the
furlough and leave [illegible] Rules
6 to 26) are also ap [illegible] diary 2.

(*b*) The allowanc [illegible]
leave must not exceed half their salaries at the time of proceeding on leave,
and are limited also to the rate prescribed in Statutory Rule No. 14, Article
548.

(*c*) The Privilege leave [illegible]
Legislative Department ; [illegible]
Commissioners of Oudh, [illegible]
the Court of Small Causes, Rangoon ; of the Administrator-General of
Bengal ; and of the Administrator-General and Official Trustee, Bombay,
is regulated by the rules in Part III.

(5th Edition, No. 63, dated 1-12-10.)

Special Pensions.

549. (*a*) Special pensions are admissible as follows ~~but the officers named~~

[illegible] Note [illegible]

(*a*)

(5th Edition, No 340, dated the 1st April 1914)

not exceeding one-half the amount of pension allowed for the full [illegible]
of service.

NOTE —[The above scale of pensions does not apply to Messrs J M [illegible] C S I, and C W. Chitty, who have elected to remain under the rules previously [illegible]

(*b*) The Active Service of the officers referred to in Article 5[illegible] besides time spent on duty, whether in substantive or acting [illegible] lege leave, Subsidiary leave, and periods of vacation during which [illegible] is not on *Furlough* or *Extraordinary* leave.

Compulsory Retirement.

550. Officers to whom the rules of this Chapter applied [illegible]
June 1901 are exempt from the rule in Article 459 regarding [illegible]
55 years of age. Officers who after that date become sub[illegible]
in this Chapter are required to retire on attaining the age of [illegible]

Chapter XXV.—Members of the Indian Civil Service.

Date of Arrival in India.

551. The date of an officer's first arrival in India is held to be date on which he reports his arrival at the capital town of the Presid or Province to which he has been posted by the Secretary of Stat the Government of India, or at any other station to which he may pro under the orders of the Local Government.

552. Article 187 in Chapter IX (joining time) provides for the cas an officer being unable from illness to proceed to the seat of Governn

Rules regarding Pay and Allowances.

553. Unless there be something repugnant in the subject or con pay and allowances are governed by the rules in Part II. Acting allowa are calculated in accordance with the rules in Articles 104 to 108.

Leave Rules.

554. The leave rules applicable are the European Service Leave R in Part III.

1. The rules applicable to a member of the Indian Civil Service occupying the po of a High Court Judge are laid down in Chapter XXIII.

2. The grant of Privilege leave to a member of the Indian Civil Service occupyin position of a Judge of the Chief Court of the Punjab or of Lower Burma is regulated by 17 and 20, Article 513

555. Except in the case of Judges of Chief Courts, no leave but P lege leave and Subsidiary leave preparatory to retirement may be gra to an officer who has completed thirty-five years' service. Any l other than Privilege leave and Subsidiary leave preparatory to retiren granted before such date ceases to have effect on the date the of completes thirty-five years' service.

Annuity Deductions.

556. (a Four per cent. shall be deducted at the time of payment every officer's pay, and from such of his other public emoluments as are tioned below:—

If the officer was in the service in 1875, or was appointed to it after passing a competitive examination *held before the end of the year 1875, and belongs to the*—

Bengal Establishment.—Every allowance, excepting—

(1) Minimum Furlough allowance,
(2) Subsistence allowance while on Furlough,
(3) Establishment allowance,
(4) Sumptuary allowance, and
(5) Travelling allowance.

Madras or Bombay Establishment.—The following allowances, *viz.* :—

(1) Acting allowance,
(2) Deputation allowance,
(3) Personal allowance,
(4) Fees,
(5) Allowances while on Privilege or Subsidiary leave,
(6) Subsistence allowance when not on leave other than Privilege and Subsidiary leave, and
(7) Local allowances other than travelling allowance and tentage.

N B —[An Assistant or Head Assistant Collector in the Madras Presidency is not required to pay the contribution on account of annuity on that part of his consolidated pay which, [illegible] of the Government of India in the Finance Department, No. 956, dated

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Page 149. Article 556.

Substitute the following for Note 2 under clause (a) of this Article :—

NOTE 2 —[The deduction prescribed in this Article is not made from the salary of an Ordinary Member of the Council of the Governor General, or of the Council of the Governor of Madras or Bombay or Bengal or of the Lieutenant Governor of any Province]

(5th Edition, No 267, dated [illegible].)

this .

tion levied from an officer o[illegible] [illegible]eign Service of the first and second kind under the rules in Part VII ; when, however, an officer is on Foreign Service, and no contribution is made by him or on his behalf under Part VII, he is required to contribute four per cent. under clause (*a*).

Example —The Chairman of the Commissioners of the town of Calcutta, the Municipal Commissioner for the city of Bombay, or any of the officers referred to in Articles 761 to 763

Civil Fund Deductions.

557. Deductions on account of subscriptions to Civil Funds shall be made at the time of payment from the emoluments of officers according to the rules of the Fund to which the officer belongs. The Funds are—

A.—Bengal Civil Fund.
B —Madras Civil Fund.
C.—Bombay Civil Fund.
D.—Indian Civil Service Family Pension Regulations.

NOTE —[The rates of subscriptions to the several Funds are given in Appendix 11]

558. European officers who arrived before 1881-82 are alone allowed to subscribe to the three Civil Funds A, B, and C, but the following Native officers are allowed, on payment of equal subscriptions, to secure like benefits to those which the Civil Funds secure to Europeans :—

Bengal Establishment.		*Bombay Establishment.*
[1] Mr. B. L. Gupta.	[2] Mr. C. Rustamji.	[1] Mr. S. N. Tagore.
[2] „ B. De.	[2] „ K. J. Badshah.	

[1] Specially admitted to the Civil Funds.
[2] Allowed to subscribe to the " General Revenues " at Civil Fund rates.

559. The following officers who arrived in 1881-82, and all European officers junior to them, are required to subscribe under the "Indian Civil Service Family Pension Regulations":—

Mr. A. H. Diack, C.V.O., Bengal; Sir William Meyer, K.C.I.E., Madras; Mr. A. C. Logan, Bombay.

560. (*a*) The recovery of subscriptions due on the absentee allowances of subscribers to the Bengal, Madras, and Bombay Civil Funds, is made under the following rules:—

(1) If the officer is on leave out of India and draws his allowances in England and has not paid his subscription in advance, or made arrangements for its payment in India as it falls due, recovery will be made at the Home Treasury by deduction from his absentee allowances, unless he is a member of the Bengal or Madras Civil Fund, and has exercised the option allowed to members of those funds of postponing the payment of his subscriptions until after return to duty.

N.B.—[The option allowed to subscribers to the Bengal Civil Funds of postponing payment of subscriptions on absentee allowances is limited to a period of one year.]

(2) For payment of leave allowances in any of His Majesty's colonies, warrants will be issued only on condition that the subscriptions shall be either paid in advance or taken by deduction; in the latter case the warrant to the colony should show only the net allowance payable after such deduction.

(*b*) The recovery of subscriptions due on the absentee allowances of subscribers to the Indian Civil Service Family Pension Regulations is made under the following rules:—

(1) If the subscriber is in Europe, the rules require his subscription to be paid in England in sterling, and recovery of it will therefore be made at the Home Treasury by deduction from his absentee allowances

(2) For the payment of leave allowances in the colonies, the warrants issued will show the gross allowance payable, with instructions to recover the amount of monthly subscription due in sterling.

Retirement and Annuity.

561. An officer who has been twenty-five years in the service, counting from the date of his covenant, or from the date of the despatch of the Secretary of State announcing his appointment (whichever may have been earlier), and who has rendered twenty-one years' active service, is entitled, on his resignation of the service being accepted, to an annuity of £1,000.

562. An officer who resigns the service will, by such resignation, vacate any office under the Government which he may then be holding. But this rule does not apply to the offices of Viceroy and Governor-General of India, Governor of Madras and Governor of Bombay.

563. The resignation of the Civil Service by a Lieutenant-Governor, Member of the Council of the Governor-General, or of the Council of the

... entitled to such an annuity, is entitled to a gratuity or annuity as follows :—

(i) for less than five years' service—a gratuity of £500;
(ii) for five years' completed service—an annuity of £150, rising by £20 for each additional year up to twelve;
(iii) for twelve years' service—an annuity of £290, rising by £30 for each additional year up to twenty-three;
(iv) for twenty-three years' service—an annuity of £620;
(v) for twenty-four years' service—an annuity of £660;
(vi) for twenty-five years' service (of which less than twenty-one have been active service)—an annuity of £700

564A. The power of withholding or withdrawing the whole or any part of an annuity under Article 351 shall be exercised only by the Secretary of State in Council.

Page 151. Article 565.

Substitute the following for the Note under clause (b) of this Article :—

NOTE.—[The term "office" as used in this Article does not include any office held under direct appointment by His Majesty the King-Emperor of India or by the Governor-General with the approval of the King-Emperor, but the retention of such an office should be subject to the condition prescribed in Article 563]

(5th Edition, No 201, dated 3 10-11.)

Chief Court. Such an officer is required to vacate his appointment ... 60 years]

(b) The period of five years begins to run from the date on which the officer first takes up the office, whether substantively or temporarily, provided that, if temporary, he is confirmed without reverting to his substantive appointment; but the currency of the period is not interrupted by any subsequent temporary promotion to a higher appointment.

NOTE.—[The term "office" as used in this Article does not include any office held under direct appointment by His Majesty the King-Emperor of India, but the retention of such an office should be subject to the condition prescribed in Article 563]

Chapter XXVI.—Statutory Civil Servants.

566. The following rules regulate the pay and allowances, pension and leave of Statutory Civil Servants :—

Pay and Allowances.

1. The pay or salary of an officer holding an office, the pay of which has been fixed with a view to its being held by a member of the Indian Civil Service or a member of a

the gross

	Rs.
To an officer who has rendered not more than eight years' active service [as defined in *Section* 1 (Pension Regulations)]	250
To an officer who has rendered more than eight but less than twelve years' such active service	320
To an officer who has rendered not less than twelve years' such active service	400

Pension Regulations.

Section 1.—In these Regulations—

"Active Service" means active service in an office ordinarily held by a member of the Indian Civil Service, and includes besides time spent on duty—

(1) Any period not exceeding two years spent on probation in India:

(2)

(3)

(4)

If the total service of the officer is not less than—	He counts as service a period of leave out of India not exceeding—	He counts as service a period of leave in India not exceeding—
15 years	1 year	1 year
25 ,,	2 years	1 ,,
30 ,,		2 years

NOTE 1.—[The figures in columns 2 and 3 are not cumulative, that is, an officer may not count two years' leave in 15 years' service or more than two years' leave in 25 or 30 years' service]

NOTE 2.—[Total service in this clause means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave.]

Section 2.—Except with the special sanction of the Governor-General in Council an officer, who has reached the age of 55 years, shall not be appointed, either substantively or officiating, to a new office, or be permitted to retain any office which he has held either substantively or officiating, for five years

N. B.—[The

Section 3—Pension shall in no case exceed Rs 5,000 a year after an active service of not less than 25 years, and Rs 6,000 a year after an active service of not less than 30 years. All the rules in this Part are subject to these maxima.

Section 4—(*a*) On his resignation of the service being accepted after not less than 25 years' active service, an officer is entitled to a Retiring pension of half his average salary during the three last years of his active service

(*b*) *An officer who, upon a medical certificate in the form prescribed in Article 447,* is permitted to resign the service before he has completed 25 years' active service, is entitled to Invalid pension as follows:—

(1) After an active service of less than ten years, gratuity of one month's pay for each year of active service

(2) After an active service of not less than ten years, pension of Rs. 1,500 a year, *plus* Rs 150 for each complete year of active service in excess of ten.

Section 5. (*a*) An officer removed from the service, under Section 2, after an active

(1) Th ... that under

PART V.

(2) That proportion of the pension to which he would have been entitled if his whole service had been in an office not ordinarily held by a member of the Indian Civil Service, which his previous qualifying service bears to the whole of his qualifying service.

(b) If such an officer is entitled to gratuity only, his gratuity shall be calculated as if his whole service had been passed in an office ordinarily held by a member of the Indian Civil Service.

Section 7.—The procedure upon an application for pension and upon the payment of pension is that described in *Chapter* XLIX.

Leave Regulations.

Section 1.—In these Regulations—

"... a month, calculated for so much of the which an officer gives up office as he has leave. Average salary in excess of Rs. 1,400 a month is not reckoned.

"Service" means all qualifying service, whether rendered in an office ordinarily held by a member of the Indian Civil Service or otherwise, and includes periods spent on leave with allowances.

Section 2.—During leave on Medical Certificate in excess of fifteen months at one time, or of thirty months in all, and during Subsidiary leave following such excess leave, an officer is entitled to a quarter of his average salary. During any other leave excepting Privilege leave, Examination leave or Extraordinary leave, he is entitled to half his average salary: Provided that the leave allowances of an officer shall in no case exceed his actual salary when he was last before on duty.

NOTE —[A Statutory Civil Servant who is compelled owing to ill-health to take any leave with allowances out of India is entitled to the benefits of Article 312]

Section 3 —Leave on Medical Certificate may be granted for three years in all, but not for more than two years at one time

Section 4.—(a) An officer may take either Leave on Private Affairs or Furlough as follows, but not both these kinds of leave :—

(b) Leave on Private Affairs may be taken, first, after not less than six years' service and, thereafter, at intervals of not less than six years. The duration of Leave on Private Affairs must not exceed six months at one time

(c) Furlough, not exceeding two years in all, may be taken, first, after not less than ten years' service, and thereafter at intervals of not less than eight years, provided that an interval of not less than eighteen months has elapsed between last return from Privilege leave of over six weeks' duration, and the Furlough, or Privilege leave, if any, with which the furlough is combined The duration of Furlough must not exceed one year at one time, unless it be taken for the first time, after not less than eighteen years' service, when it may extend to two years

Section 5 —Subsidiary leave, Privilege leave and Examination leave may be granted under Part III

Section 6 —The Local Government may grant Extraordinary leave without allowances at its discretion Subject to the provisions of Section 10, there is no limit to the length or frequency of leave under this section, and it may be granted in continuation of any leave with allowances

Section 7 —Leave taken by an officer before his appointment to an office ordinarily held by a member of the Indian Civil Service shall, for the purpose of calculating the leave admissible to him under this Chapter, be treated as leave taken under this Chapter

Section 8 —Leave on Private Affairs or Furlough may not be granted in continuation of any leave except Subsidiary leave, and Privilege leave under Article 233, but any leave granted under these rules, may be retrospectively changed for any other kind or amount of leave, which might at first have been granted If an officer absent on Leave on Private Affairs, or Furlough, takes an extension on medical certificate the whole of his absence is treated as Leave on Medical Certificate

1. Extraordinary leave cannot be changed retrospectively into Leave on Medical Certificate; but Leave on Medical Certificate may be given in continuation of Extraordinary leave.

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Section 9.—An officer who has reached the age of 55 years is not eligible for any leave, except Privilege leave. Leave, other than Privilege leave, granted to an officer before his fifty-fifth birthday cannot extend beyond that date.

Section 10.—If an officer is absent without leave, or remains absent after the end of [illegible] grace is allowed), he vacates his [illegible] n duty, whether with or without

1. A Statutory Civil Servant who takes leave other than Privilege leave, or Examination leave, has no claim to return to the particular appointment from which he took leave.

Section 11.—The procedure upon application for leave is that prescribed in Part IX.

Chapter XXVII.—Ecclesiastical Off[illegible]

No. 335.

Page 155. Chapter XXVII.

Insert the following as a new Article 567-A :—

567-A. A Statutory Bishop who at the time of his appointr was a member of any of the Government services in India a: credit furlough without medical certificate under the rules appli branch of the service to which he belonged, may be granted f period not exceeding the amount so standing at his credit; p such furlough shall not be taken until after the completion of two service as a Bishop, and shall not exceed six months.

(5th Edition, No. 335, dated the 1st December 1913.)

Leave on Medical Certificate.

2. The amount of leave of absence on medical certificate admissible to a Bishop is limited to two years.

3. Subject to the limitation in Rule 2, leave of absence may be granted to a Bishop upon medical certificate for a period not exceeding one year. Leave so granted may be extended upon medical certificate to any period not exceeding eighteen calendar months.

Furlough.

4. The amount of furlough earned by a Bishop is one-eleventh of the time during which he has been on duty, and the furlough due is the amount earned diminished by the amount taken.

5. A Bishop may be granted furlough for not more than six months at a time, provided it is due, ar [illegible] thirty-three [illegible] on furlough [illegible] service, to be granted furlough for not more than six months on urgent private affairs if that amount of furlough is due to him.

6. *Cancelled.*

Extraordinary Furlough.

[illegible] erwise ad- [illegible] tan, or, on [illegible] overnment

PART V.

The grant of such extraordinary furlough will be subject to the limitation that no further expenditure of the revenues of India be thereby entailed, and to the following conditions:—

(a) That the purpose for which the leave is granted shall be specified in the Gazette Notification granting it;

(b) That a second or subsequent period shall in no case be granted unless 33 months' active service has been rendered after the last preceding period.

[illegible]

6B. Extraordinary furlough under Rule 6 A may be prefixed or affixed to ordinary furlough subject to a maximum limit for the combined leave of six months in all

7. Furlough and leave on medical certificate cannot be taken in continuation of each other; but furlough granted under these rules may be retrospectively changed into leave on medical certificate.

Acting Allowance of Locum Tenens.

7A. A Bishop on long leave in Europe must, if the leave was granted or has been extended on account of ill-health, whether it be technically leave on medical certificate or not, satisfy the Medical Board at the India Office as to his fitness for return to duty. Ordinarily he must attend at the India Office for the examination by the Board, but, in special cases, particularly if he be residing at a distance of more than 60 miles from London, a certificate in a form to be obtained from the India Office from two medical practitioners may be accepted On the required evidence of fitness being furnished the Bishop will receive from the India Office permission to return to India.

8. An Archdeacon or a Chaplain appointed to hold charge of a Diocese during the absence of a Bishop is entitled to an allowance of Rs 500 a month in addition to the pay of his substantive office.

Absentee Allowance.

9. A Bishop while absent upon furlough or upon leave on medical certificate is entitled to full pay less Rs 500 a month, but not to any other allowances

Travelling and similar Allowances of Locum Tenens

10. An Archdeacon or a Chaplain appointed to hold charge of a Diocese during the absence of the Bishop upon leave on medical certificate, is entitled to the travelling and other similar allowances admissible to the Bishop

Acting Allowances of Locum Tenens of Metropolitan

11. The allowances of the Bishop of Madras or Bombay when performing the functions of the Bishop of Calcutta during his absence on leave are regulated by 5 and 6 Victoria, Chapter 119 In such case the Bishop of Madras or Bombay is entitled to an allowance at the rate of Rs 833-5-4 per mensem in addition to his salary as Bishop of Madras or Bombay, and the Bishop of Calcutta will receive during such absence the salary of his office less Rs. 833-5-4 per mensem

Grant of Leave.

12. Leave under these rules may be granted to the Metropolitan by the Governor-General in Council, and to the Bishops of Madras and Bombay by the Governments of those Presidencies on the recommendation of the Metropolitan

568. A Bishop of Madras or Bombay exercising the Episcopal Jurisdiction and Functions appertaining to the See of Calcutta durng the vacancy of the See by the demise of the Bishop thereof for the time being, or otherwise, is entitled to the full pay fixed for the office, *viz.*, Rs. 3,831-6-8.

PART V.

569. An Archdeacon or a Chaplain appointed to hold charge of the Diocese of Calcutta, Madras, or Bombay during a vacancy in the See is entitled to an allowance of Rs. 500 a month in addition to the pay of his substantive office *provided that the arrangement does not involve any extra expense to the* State beyond what would be incurred if the Bishop were present on duty. He is also entitled to the travelling and other similar allowances admissible to the Bishop; but the grant of visitation allowance is subject to the restriction laid down in Articles 1112 and 1149.

570. The official status of the Bishops of Lahore, Rangoon, Lucknow and Nagpur is that of a Senior Chaplain, and, as such, they are subject to the rules in Articles 573 to 599. Article 567 does not apply to them

Section II.—Archdeacons, and Presidency Senior Chaplains of the Church of Scotland.

571. The following special allowances are granted to Archdeacons and Presidency Senior Chaplains of the Church of Scotland:—

	Substantive Officers.	Officiating Officers.
	Rs.	Rs.
Archdeacon of Calcutta, Madras or Bombay	$266\frac{2}{3}$	$166\frac{2}{3}$
Archdeacon of Lahore or Presidency Senior Chaplain of the Church of Scotland in Calcutta	200	100
Presidency Senior Chaplain of the Church of Scotland in Madras or Bombay	150	75

572 (*a*) Formal appointment of the Archdeacon by the Government to hold charge of a Diocese is not necessary to enable the Accountant-General to pass the extra allowance of Rs 500 (Rule 8 in Article 567) and the travelling and other allowances admissible to the Bishop Notice officially received that the Government has directed the Archdeacon to undertake the Bishop's jurisdiction or to take charge of the Diocese is sufficient

(*b*) The allowance of Rs. 500 is paid to an Archdeacon or Acting Archdeacon for holding charge of the Diocese in addition to his allowances as Archdeacon or Acting Archdeacon.

Section III.—Chaplains.

Residence and Service.

573. (*a*) Residence (or Active Service) is reckoned, in the case of a Chaplain appointed in England, from the date of his arrival in India; and in the case of a Chaplain appointed while resident in India, from the date on which he takes

... his office, but he must not assume charge before the despatch from

beginning of "Residence."

(5th Edition, No. 254, dated 1-3-12.)

for orders as to his ...

date on which he reports his arrival at the station to which he is directed to proceed in the orders he receives at Bombay, or at Karachi, if he travels by direct steamer to that port.

(*b*) A Chaplain who is *not* on the Bombay Establishment and who is *not* posted to any station in the Lahore Diocese or to any station in the Central Provinces or north of Allahabad, but who comes out to India *viâ* Bombay, is held to have arrived in India from the date on which he reports his arrival at the Presidency town of the Presidency to which he is attached, or if he receives orders at Bombay to proceed to any particular station, from the date of his arrival at that station.

(*c*) The report of arrival, in each instance, is to be made to the Bishop of the Diocese to which the Chaplain is attached In the case of the Church of Scotland report of arrival is made to the Presidency Senior Chaplain of the Presidency to which the Chaplain is appointed.

Probationers.

576. A Chaplains erves on probation for three years, at the end of which he is, if reported fit by a Medical Board in India and considered qualified by the Bishop of his Diocese (in the case of the Church of Scotland by the Presidency Senior Chaplain of the Presidency) confirmed as a Junior Chaplain. Time spent in India on service under the Additional Clergy Society, or on other approved service, may be included in the period of probation. |Probationary service, which is passed under the Government, counts in all cases towards leave and gratuity, and if the Chaplain was appointed after the 17th March 1892, it also counts towards pension. Probationary service, which is not passed under the Government, does not count towards leave or gratuity, but

586. A Chaplain returning from Furlough out of India is not granted an advance of allowances for more than thirty-five days beyond the date of embarkation for India.

Special Leave.

587. Special leave on urgent private affairs may be granted at any time for not more than six months:

Provided that a Chaplain who has had Special leave must render six years' Active Service before he can again have such leave.

588 For the first period of a Chaplain's Special leave he is entitled to the leave allowance admissible during ordinary Furlough. In subsequent periods he is entitled to no leave allowance

Subsidiary Leave.

589. *The Subsidiary leave of a Chaplain and the beginning and ending of* his Furlough and Special leave are regulated by the rules in Chapter XIII.

590. A Chaplain on subsidiary leave is entitled to the same allowances as during the leave to which it is subsidiary.

591. A Chaplain may draw allowances as if he were on Privilege leave, for any part of his Subsidiary leave, for which, if he were not retiring from the service or going on furlough or on special leave, privilege leave would be admissible to him.

Privilege Leave and Extraordinary Leave.

592. Privilege leave may be granted—

(a) to a Chaplain appointed on or after the 29th July 1906, under the rules in Chapter XII

(b) to a Chaplain appointed before the 29th July 1906, as follows:—

(i) After five months' uninterrupted duty,—for not more than one month.

(ii) *After ten months' uninterrupted duty,—for not more than two* months.

(iii) After fifteen months' uninterrupted duty,—for not more than three months.

NOTE.—[Time spent by a Chaplain in Kashmir under Foreign Department Order No. 84, dated 13th March 1863, counts as time spent on duty, except for the purposes of this Article.]

593. Privilege leave to the amount due may be prefixed as such to Furlough, Special leave on urgent Private Affairs, and Extraordinary leave without allowances, under the conditions prescribed in Article 233: Provided that when Privilege leave is so combined, the amount of the Privilege leave due shall be calculated under the rules in Chapter XII.

594. In applying for Privilege leave, a Chaplain must, except when the leave is combined with other leave under Article 593, record the declaration prescribed in Article 826.

1. An officer who has been granted privilege leave in combination with other leave is not permitted to resign the service until a period of at least six months has elapsed from the beginning of his combined leave.

No. 350.

Page 161. Article 596.

Add the following at the end of this Article :—

" ; but during privilege leave taken in combination with furlough or other long leave he is not entitled to house-rent ".

(5th Edition, No. 350, dated the 10th June 1914)

leave, may draw his Special allowance (see Article 511) An officiating Archdeacon or Presidency Senior Chaplain of the Church of Scotland may not, during Privilege leave, draw his Special

Page 161, Article 598.

Substitute the following for this Article as amended by correction slip No. 213, dated 7th October 1911:—

598. (a) A chaplain in receipt of leave or furlough allowances who desires to accept a benefice in the United Kingdom, or to take up other employment, must obtain the previous permission of the Secretary of State in Council or of the Government of India according as his leave is taken out of or in India.

(b) Should he, after duly obtaining such permission, accept a benefice, his Indian appointment will be deemed vacant on the expiry of any leave which may have been granted to him, unless before the expiry of his leave he shall have resigned the benefice after having first obtained the consent of the Secretary of State and of the Bishop of the Diocese in which the benefice is situated to his doing so. No extension of leave will under any circumstances be granted to a chaplain drawing leave or furlough allowances who has accepted a benefice in the United Kingdom, unless he has resigned the same before the expiry of such leave or furlough with the consent before mentioned.

NOTE —In applying these orders in the case of a chaplain of the Church of Scotland, the word " Presbytery " should be substituted for the words " Bishop of the Diocese " in the fifth line

(5th Edition No. 397 dated 1-8-13)

599. Chaplains are entitled to pension according to the following scale :—

Gratuity and Pension on Medical Certificate.

Chaplains appointed before 17th March 1892	Per annum. £ s. d.	Chaplains appointed after 17th March 1892.	£ s. d.
Seven years' residence and over	127 15 0	Under ten years' residence, for each completed year, a gratuity of . .	80 0 0
Ten years' residence and over .	173 7 6		Per annum. £ s. d.
Fifteen years' residence and over	292 0 0	Ten years' and over a pension of . . .	127 15 0
		Thirteen years' and over a pension of. . .	173 7 6
		Eighteen years' and over a pension of . .	292 0 0

No. 344.

Page 162. Article 599.

Delete the words " and a minimum of £200 " at the end of clause (a) *of the note under this Article, as amended by correction slip No. 67, dated the 1st December 1910.*

Insert the following as an Exception to this Article :—

Exception.—A Chaplain who having completed the period of probation, is not confirmed in his appointment, is eligible for a gratuity as in the case of Medical certificate, in respect of service passed subsequent to his nomination as a probationer, provided that his non-confirmation is not due to misconduct on his part A similar gratuity may also be granted to a Chaplain who resigns his appointment during his probation with the full approval of the bishop of the diocese, and for reasons considered as satisfactory by the local Government, provided that the Chaplain has completed at least one year's actual residence in India subsequent to his appointment as a probationer.

(5th Edition, No 344, dated the 10th March 1914)

... 599A.

Substitute the following for this Article :—

599A. A non-statutory Bishop of Lahore, Rangoon, Lucknow or Nagp if not borne upon the *ecclesiastical* establishment previous to appointme shall be entitled—

(*i*) to the pension and gratuity provided for Chaplains in Article 59 subject to the condition that the gratuity of a Bishop invalid before completing 10 years' service shall be calculated at t rate of £120 per year of completed residence (as defined Article 573), and that the maximum and minimum of su gratuities shall be £1,080 and £200 respectively;

(*ii*) to reckon as residence and service qualifying for retiring pensi (but not for invalid pension) the number of completed yea by which his age may at the time of appointment hav exceeded 30 years, subject to the proviso that 5 years sha be the maximum period which can be so added.

(5th Edition, No. 176, dated 1-9 11)

Section IV.—Ministers other than Chaplains.

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602. A Clergyman appointed under the orders of the Government to perform the duties of a *Chaplain* on the regular establishment is entitled to an allowance of Rs. 100 a month.

603. The allowances of a Clergyman (whether of the Additional Clergy Society or any other recognised Society) are regulated by the Local Government within an annual *grant for* each Government.

PART V.

Chapter XXVIII.—Military Officers.(1)

Section I.—Pay, Allowance, and Leave Rules.

604. The acting allowances of Military Officers in Civil employ are governed by the rules in Articles 104 to 116, and the leave of Military officers subject to the Civil Leave Rules is granted under the European Service Leave Rules in Chapter XIII.

Page 163. Article 605.

Insert before Note 1 the following Exception under this Article :—

Exception.—A Local Government cannot grant furlough or leave under the Military leave rules to a Military officer, who has no substantive appointment in the Civil Department but is holding only a temporary or officiating appointment in that Department, unless it is prepared to re-employ him immediately on the expiry of his furlough or leave.

(5th Edition, No. 188, dated 1-9-11.)

Page 163. Article 607.

Substitute the following for the rule under this Article :—

... *facto*, ...th no ... leave, ...y have

(5th Edition, No. 188, dated 1-9-11.)

have held. It is not, therefore, competent to a Local Government to grant furlough or leave under the Military Leave Rules to such an officer unless it is prepared to re-employ him immediately on the expiry of his furlough or leave.

608. No leave can be granted, under the rules in Part III, to a Departmental Officer or Warrant Officer, except under Article 606.

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(1) ... the treatment of ...artments.— ...s notified that a ... the State in an appointment other than those * whose seconding is regulated by the provisions of paragraph 4 of G. G. O No. 811 of 1877, will, ...y duty, be seconded, ...i certifies that there ... permanent establishment of ... to his regiment.

* Army or personal staffs appointments tenable ... periods.

An officer so seconded must either return to his regiment at the end of five years, or be struck off its strength on retention in a department for any period beyond that term.—*Indian Army Circulars, Military Department, No.* 1451, *dated 20th October* 1880.)

No. 344.

Page 162. Article 599.

Delete the words " and a minimum of £200 " at the end of clause (a) *of the note under this Article, as amended by correction slip No. 67, dated the 1st December 1910.*

Insert the following as an Exception to this Article :—

... ...mpleted the period of probation, is ... ...uity as in the case of ... quent to his nomination as a probationer, provided that his non-confirmation is not due to misconduct on his part A similar gratuity may also be granted to a Chaplain who resigns his appointment during his probation with the full approval of the bishop of the diocese, and for reasons considered as satisfactory by the local Government, provided that the Chaplain has completed at least one year's actual residence in India subsequent to his appointment as a probationer.

(5th Edition, No 344, dated the 10th March 1914)

... 599A.

Substitute the following for this Article :—

599A. A non-statutory Bishop of Lahore, Rangoon, Lucknow or Nag if not borne upon the ecclesiastical establishment previous to appointm shall be entitled —

(*i*) to the pension and gratuity provided for Chaplains in Article subject to the condition that the gratuity of a Bishop inval before completing 10 years' service shall be calculated at rate of £120 per year of completed residence (as define Article 573), and that the maximum and minimum of ... £200 respectively ;

(*ii*) ... qualifying for retiring per ...) the number of completed y by which his age may at the time of appointment exceeded 30 years, subject to the proviso that 5 years be the maximum period which can be so added.

(5th Edition, No 176, dated 1-8 11)

Section IV.—Ministers other than Chaplains.

---

602. A Clergyman appointed under the orders of the Government to perform the duties of a Chaplain on the regular establishment is entitled to an allowance of Rs. 100 a month.

603. The allowances of a Clergyman (whether of the Additional Clergy Society or any other recognised Society) are regulated by the Local Government within an annual grant for each Government.

PART V.

Chapter XXVIII.—Military Officers.(1)

Section I.—Pay, Allowance, and Leave Rules.

604 The acting allowances of Military Officers in Civil employ are governed by the rules in Articles 104 to 116, and the leave of Military officers subject to the Civil Leave Rules is granted under the European Service Leave Rules in Chapter XIII.

605. The Local Government may grant Furlough or leave under Mili-

Page 163. Article 605.

Insert before Note 1 the following Exception under this Article:—

ry leave but is prepared

(5th Edition, No. 188, dated 1-9-11.)

Page 163. Article 607.

Substitute the following for the rule under this Article:—

forfeits, *ipso facto,* l employ, with no furlough or leave, that he may have

(5th Edition, No. 188, dated 1-9-11.)

have held. It is not, therefore, competent to a Local Government to grant furlough or leave under the Military Leave Rules to such an officer unless it is prepared to re-employ him immediately on the expiry of his furlough or leave.

608. No leave can be granted, under the rules in Part III, to a Departmental Officer or Warrant Officer, except under Article 606.

the treatment of s:— d that a ate in an regulated 377, will, seconded, that there establish-ment of that department; otherwise he must immediately be returned to his regiment.

An officer so seconded must either return to his regiment at the end of five years, or be struck off its strength on retention in a department for any period beyond that term.—*Indian Army Circulars, Military Department, No* 1451, *dated 20th October* 1880.)

609. The allowances of a Military Officer subject to the Military Leave Rules during Subsidiary leave are regulated as if he were subject to the Civil Leave Rules: Provided that—

(*i*) If under the action of the Leave Rules such an officer has lost his lien on his appointment, he draws allowances under Military Leave Rules during his Subsidiary leave.

(*ii*) His allowances on Subsidiary leave must not be less than his allowances during the Furlough to which the leave is subsidiary.

NOTE.—[The subsistence allowance of a Military Officer subject to the Military Leave Rules is that prescribed in Article 108 (*b*).]

610. Subsidiary leave preparatory to his retirement from the service may be granted to a Military Officer subject to the Military Leave Rules, provided such leave does not vitiate his claim to retire on the date fixed.

611. Whenever the Furlough of a Military Officer subject to the Military Leave Rules begins before embarkation or ends after disembarkation, the Audit Officer should inform the Government of India in the Military Department, and the account officer in charge of the officer's record of pension service of the date on which it begins or ends.

Section II.—Compulsory Retirement from Civil Employ.

Ordinary Rules.

612. (*a*) A Military or Naval Officer in Civil employ, after attaining the age of fifty-five years, shall not, except for special reasons, with the sanction of the Secretary of State, retain his office or be appointed to any new office: Provided that, if such an officer has held his office for less than five years, he may, for special reasons, with the sanction of the Government of India, be permitted to retain his office until he has held it for five years. The term "office" in this Article includes an officiating appointment, and the currency of the period of five years is not interrupted by any subsequent temporary promotion to a higher appointment.

[illegible] the [illegible] it [illegible] to [illegible] sec- [illegible]

(*b*) The period of five years begins from the date on which the officer first takes up the office, whether substantively or temporarily: Provided that, if temporary, he is confirmed without reverting to his substantive appointment; but the currency of the period is not interrupted by any subsequent temporary promotion to a higher appointment.

Exception.—Medical Officers of the Administrative grades—namely, Surgeon-Generals and Colonels—are not compelled to retire from the service, until they attain the age of 60 years.

613. The undermentioned officers cease to be in Civil employ on attaining the age of 55 years:—

(*a*) Military Officers in the Survey of India, unless specially permitted by the Secretary of State, in the interests of the public service, to remain in the department for a further definite period;

PART V.

(*b*) Officers of the Indian Medical Service below the rank of Colonel except Lieutenant-Colonels who are granted extensions of service beyond the age of 55 years until they complete 30 years' service;

(*c*) Departmental Officers and Warrant Officers.

614. On succession to the Colonel's allowance, a Military Officer (not holding an appointment the tenure of which is limited to five years) must vacate any Civil appointment which he then holds. But, with the sanction of the Secretary of State in Council, he is eligible for re-appointment or for employment in the same or any other appointment, at the discretion of the Government of India in the Military Department. In such a case, his Civil pay will be reduced by the amount of his Colonel's allowance, which will be included in, and not given in addition to, his consolidated salary.

Public Works Department.

615. A Military Officer in the Public Works Department or in the Engineering Department of State Railway, who on reaching the age of 50 years has not attained the rank of Superintending Engineer, will be liable to be called upon to vacate his appointment.

616. Military Officers in the Public Works, Railway and Telegraph Departments cease to be in Civil employ on attaining the age of 55 years.

617. A Military Officer serving in the Public Works or Railway Department must vacate absolutely any appointment he may hold in that Department on succession to the Colonel's allowance.

618. *Omitted.*

619. (*a*) Article 616 applies to officers of Royal Engineers serving in the Public Works and Railway Departments.

(*b*) Officers of the Royal Engineers, who have attained or hereafter may attain the rank of General Officers, must vacate their appointments in the Public Works and Railway Departments. But if an officer at the time of so vacating office is a Chief Engineer, 1st class, or holds a post carrying that rank, he may be continued in the position which he had been required to vacate, for the remainder of the term of five years referred to in clause (*c*), unless in the meantime he must vacate office by some other regulation. Officers of the Royal Engineers holding rank below that of Chief Engineer, 1st class, vacating office under this rule are not ordinarily eligible for re-appointment to the Public Works or Railway Department, but exceptions to this rule may, at the discretion of the Government of India, be made in the case of officers who, on account of specially accelerated Military promotion for distinguished service in the field, have reached the rank of Major-General without attaining the departmental rank of Chief Engineer, 1st class.

(*c*) No Chief Engineer of the Corps of Royal Engineers shall, without re-appointment, hold the same post for more than five years.

(*d*) The foregoing rules are applicable to officers of Royal Engineers who hold the post of Secretary or of Deputy Secretary to the Government of India in the Public Works Department.

(*b*) Stanley Engineers.

(*c*) Other Civil Engineers and Telegraph Officers appointed by the Secretary of State.

(*d*) Indian College Engineers appointed in India.

(*e*) Other Civil Engineers not of purely Asiatic descent appointed in India.

Note.—[Section III of the Chapter applies not only to the Civil Engineers and Telegraph officers enumerated in the Article, but also to the following classes :—

(*a*) Superior Civil officers of the Telegraph Department not included in clauses (*a*) and (*c*);

(*b*) Civil Engineers of the class described in clause (*c*) who are of pure Asiatic descent]

Commencement of Service.

628. If a Coopers Hill Engineer lands in India on or before the 1st. December of the year in which he passes out of College, his service counts. from the preceding 1st October, unless another date should be specified in his letter of appointment.

629. If a Coopers Hill Engineer is, after completing his three years' residence at College, required to go through a course of practical engineering in England under a Civil or Mechanical Engineer, his service, unless another date should be specified in his letter of appointment, will reckon from the commencement of the practical course, or from such later date as will be consistent with the regulation that he may count as service towards pension the time spent on such practical course to the extent of one year only.

630. The service of a Coopers Hill Engineer, whose case is not provided for in Article 628 or 629, and who does not land in India by the 1st December, and that of any other Civil Engineer appointed by the Secretary of State, counts from the date on which he lands in India.

631. The service of an officer appointed, to the Telegraph Department, after training or competitive examination, by the Secretary of State, begins as follows :—

(*i*) If appointed after competitive examination, from date of covenant.

(*ii*) If appointed after training at Coopers Hill, from date of sailing of vessel selected by the Secretary of State, or 1st October in the year of passing out of the College, whichever is named in his letter of appointment, provided that he reaches India within two months of that date or other approximate date named in his letter of appointment; otherwise from date of arrival in India.

632. The service of an officer appointed in India begins ordinarily from the date on which he takes charge of the office to which he is first appointed.

Rules regarding Pay and Allowances and Leave.

633. Unless there be something repugnant in the subject or context, the rules in Part II govern the pay and allowances of officers to whom the

rules in this Chapter apply, the acting allowance rules applicable to them being those in Chapter VI.

634. The Civil Engineers and Telegraph Officers whose leave is regulated by the European Service Leave Rules (Chapter XIII) are enumerated in Article 297, clauses (*c*) and (*e*). The leave of all other officers is regulated by the Indian Service Leave Rules (Chapter XIV).

Section II.—Pension Rules.

635. The rules in this Section apply to all officers of the classes described in clauses (*a*) to (*c*) of Article 627.

NOTE.—[The rules in Article 643 apply to classes of officers of the Public Works, Railway and Telegraph Departments.]

636. The pensionary claims of Indian College Engineers and of other Civil Engineers (whether of purely Asiatic descent or not) appointed in India, and of Telegraph Officers not included under clauses (*a*) and (*c*) of Article 627, are governed by the ordinary rules in Part IV. But in the case of officers of this class who may rise to the rank of Superintending Engineer, or in the Telegraph Department, of Superintendent, 1st grade, or in the Indo-European Telegraph Department, of Director, the Government of India will be prepared to consider favourably their admission to the pension rules, including those contained in Article 642, applicable to the officers specified in Article 635:

Provided that Civil Engineers and Telegraph Officers who are members of the Provincial Services of the Public Works, Railway and Telegraph Departments are not eligible for the concession described in this Article.

1. The concession made under this Article do not affect the operation of the rules which determine the age from which qualifying service begins.

637. The Government of India may, on special grounds, recommend for sanction of the Secretary of State the grant of an invalid pension on the scale below to an officer belonging to the classes referred to as appointed in India in Article 627, provided that he be not of purely Asiatic descent. This Article does not apply to officers of the Provincial Service.

Not less than Rs. 1,000 or more than Rs. 2,000 a year:—

If the qualifying service of the officer be not less than—	*Forty-fifth part of the officer's Average Emoluments.*
10 years	10
11 „	11
12 „	12
13 „	13
14 „	14

638. Unless there is something repugnant in the subject or context the rules of Part IV apply to officers defined in Article 635, but they are modified in the points noted in the following Articles.

639. The rule which excludes service under the age of twenty years does not apply to the officers defined in Article 635 or to Indian College Engineers.

640. Privilege leave and Subsidiary leave count as service. Other leave counts to the extent stated in Article 408.

641. The following special scale of pensions is admissible to the officers defined in Article 635:—

(*a*) After a service of less than ten years, an invalid gratuity on the scale laid down in Article 474 (*a*).

(*b*) After a service of not less than ten years, an invalid pension not exceeding the following amounts:—

Years of completed service.	Scale of Pension.	Maximum limit of Pension. Rs.		Rs.	
10	20 sixtieths of Average Emoluments	1,000	a year or	83⅓	a month.
11	21 " " "	1,400	"	116⅔	"
12	22 " " "	1,800	"	150	"
13	23 " " "	2,200	"	183⅓	"
14	24 " " "	2,600	"	216⅔	"
15	25 " " "	} 3,000	"	250	"
16	26 " " "				
17	27 " " "				
18	28 " " "				
19	29 " " "				

(*c*) After a service of not less than twenty years, a retiring pension not exceeding the following amounts:—

20 to 24	} 30 sixtieths of Average Emoluments	4,000	a year or	333⅓	a month.
25 and above		5,000	"	416⅔	"

Special Additional Pensions.

642. One or other but not both of the following special additional pensions over and above those allowed in Article 641 may be granted by the Local Government to officers of the classes specified in Article 635, limited in the case of the Engineer Establishment to those appointed not later than 1898 and of the Telegraph Department to those appointed not later than 1897, as rewards of approved service in the responsible positions mentioned below:—

(*a*) *Additional pensions of Rs.* 2,000 *per annum to those who have served three years as*—

(*i*) Chief Engineers, or officers who may have been graded as such.

(*ii*) Director-General, or Deputy Director-General of Telegraphs.

(*iii*) Managers, North-Western, Oudh and Rohilkhand and Eastern Bengal State Railways.

NOTE.—If an officer to whom this clause applies is compelled to retire under the 55 years' rule, or on medical certificate, before he has served the full period of three years, he may, with the special sanction of the Local Government, receive a special pension, which bears the same ratio to the full pension of Rs. 2,000, as the number of complete months' service in the grades referred to in this clause bears to the full period of three years.

(*b*) *Additional pensions of Rs.* 1,000 *per annum to those who have served three years as*—

(*i*) Superintending Engineers.

(*ii*) Director of Construction; Director of Traffic; Deputy Director of Construction; Deputy Director of Traffic; or Chief Superintendent in the Indian Telegraph Department.

(iii) Directors of the Persian and Persian Gulf Telegraphs in the Indo-European Telegraph Department.

of equivalent rank to a Superintending Engineer.]

No. 339.

Page 171, Article 643—

Delete the entry "Officers graded as Chief Engineer................ in foreign service" under this Article.

(8th Edition, No 339, dated the 2nd February 1914.)

special energy and efficiency as may be considered deserving of the concession. In the case of officers entering Government service after the 31st December 1909, the grant of the additional pension is subject to the further condition that they must, in the event of voluntary retirement, have completed twenty-eight years of qualifying service. Voluntary retirement for the purpose of this rule should be taken as retirement under Articles 464 and 465.

Secretary to the Government of India, Public Works Department.
Accountant-General, Public Works Department, and Deputy Secretary, Public Works Department, Accounts Branch.
*Chief Engineers and Officers of corresponding rank in the Public Works and Railway Departments.
Officers graded as Chief Engineer and seconded from the Department holding appointments of corresponding rank and responsibility in foreign service.

**Detailed list of appointments referred to in this head under Public Works Department as at present held*

Madras (2) . Chief Engineer and Secretary, and Chief Engineer and Joint Secretary, Pub-

Bombay (2) . ditto.
Bengal (2) . and Roads Branch and Irrigation

United Provinces (2) Ditto and Secretary, Buildings and Roads and Irrigation Branches.
Punjab (3) . Ditto and Secretary, Buildings and Roads Branch, and Chief Engineer and Secretary and Chief Engineer ecretary, Irrigation Branch
Burma (2) . Ditto and Secretary, and Chief Engineer and Joint Secretary, Public Works Department.
Eastern Bengal and Assam (1) Ditto ditto Public Works Department.
Central Provinces (1) Ditto ditto ditto.

Railway Department—(5).†

Managers, North-Western, Oudh and Rohilkhand and Eastern Bengal State Railways.

Senior Government Inspector of any constituted circle, when the appointment is held by a Chief Engineer.

Engineers-in-Chief of Railways under Survey, Construction, or open, when the appointment is held by a Chief Engineer.

† *N.B.*—[The present sanctioned number of appointments carrying the rank of *Chief Engineer* in the Railway Department is five.]

PART V.

Director-General of Telegraphs in India.
Deputy Director-General of Telegraphs in India.
Director-in-Chief of the Indo-European Tele...
the office is held by ...
European Telegraph ...
Deputy Managers, Traffic ...
dents, and Carriage a...
class I, of the State ...
Examiners, class I, Superio...
ment.
Director and Deputy Dire...
Director of Constru...
Superintending Engineer ...
Departments.
Under Secretary to the G...
ment (Civil Works ...

644. (*a*) An officer who ho... counts all active service, wh... special duty, and also periods ... incumbency of the appointm... leave, do not count.

(*b*) All officiating and temporar... which an officer officiates for another ...

645. The following officers of ... ment are subject to the pension ru... Public Works Department :—
LEACH, E. A.

1. Officers of the Indian Telegraph D... European Telegraph Department, retain th... department.

Section III—C...

646. The tenure of the appoi... ... Director-General of Telegraphs is limited to five years. Extensions of this term can be sanctioned by the Secretary of State alone.

647. No Chief Engineer of the Engineer Branch of the Public Works or Railway Department, nor any officer of corresponding rank in the Superior Revenue Establishment of State Railways, or in the Superior Accounts Establishment of the Public Works Department, nor any officer holding the office of Secretary or Deputy Secretary to the Government of India in the Public Works Department, can, without re-appointment, hold the same post for more than five years.

NOTE.—[The period of five years referred to in Articles 646 and 647 begins to run from the date on which the officer first becomes entitled to draw the full pay of the appointment, whether holding it substantively or only in an officiating capacity: provided that, if officiating he is confirmed in the appointment without a break of service.]

PART V.

648. The following rules apply to officers, whether Civil or Military, holding the appointments enumerated below:—

Secretary to the Government of India, Public Works Department.

Accountant-General, Public Works Department.

Chief Engineers, Class I, who have held one appointment with that rank for five years continuously.

Director-General of Telegraphs.

(1) An officer who is granted a special extension of time in any high appointment in the Public Works, Railway or Telegraph Department, the tenure of which is limited by rule, shall not be allowed any leave during such extension except Privilege leave; and, should longer leave be necessary on account of ill-health, urgent private affairs, or other cause, the extension shall, *ipso facto*, cease from the departure of the officer on such leave.

(2) An officer who has served his full time in any of the above appointments, who is not given an extension, and for whom no other suitable appointment is available, or who vacates his appointment under rule (1), may be allowed any leave admissible under rule.

(3) Appointments vacated under the above rules will be treated as substantively vacant from the date of commencement of furlough whether taken by itself or as combined leave

649 Any Civil Engineer of the Public Works Department or in the Engineering Department of State Railways, who, on reaching the age of 50 years, has not attained the rank of Superintending Engineer, will be liable to be called upon to retire.

650. All Civil Engineers in the Public Works and Railway Departments, Civilian Under and Assistant Secretaries in the Public Works Secretariat of the Government of India, or of a Local Government or Administration, and Civilians in the Superior Accounts Branch of the Public Works Department, in the Superior Railway Revenue Establishment, and in the Superior Establishment of the Telegraph Department, are required to retire on attaining the age of 55 years.

NOTE —[The above rule is applicable to all Civilians of the several establishments named, whatever the source of their appointment may be]

Chapter XXXI.—Law Officers.

651. In this Chapter, unless there is something repugnant in the subject or context the term "Law Officer" includes—

An Advocate-General; a Standing Counsel; the Administrator-General at Madras; an Official Trustee; an Official Assignee.

A Receiver of a High Court; an Officer of a High Court who holds an appointment which by law can be held only by a Barrister.

A Secretary in the Legislative Department to a Local Government.

A Remembrancer or Deputy Remembrancer of Legal Affairs.

Director-General of Telegraphs in India.
Deputy Director-General of Telegraphs in India.

No. 5.

Page 172. Article 643.

For the entry "Deputy Managers, Traffic Superintendents . . . State Railway Revenue Establishment" under this Article substitute the following:—

Page 172, Article 644—

Substitute the following for this Article:—

644. (*a*) An officer who holds a qualifying appointment substantively *counts* all active service, whether in the appointment, or in an appointment of corresponding rank and responsibility in foreign service, or on deputation [illegible] appointment. He also counts periods of

service, but periods of leave other

(*b*) All officiating and temporary service in a qualifying appointment falling within any of the classes mentioned in clause (*a*), including periods of such service passed on privilege leave, counts with the exception of periods during which an officer officiates for another absent on privilege leave.

(6th Edition, No. 339, dated the 2nd February 1914.)

Section III—Compulsory Retirements

646. The tenure of the appointment of Director-General of Telegraphs is limited to five years. Extensions of this term can be sanctioned by the Secretary of State alone.

647. No Chief Engineer of the Engineer Branch of the Public Works or Railway Department, nor any officer of corresponding rank in the Superior Revenue Establishment of State Railways, or in the Superior Accounts Establishment of the Public Works Department, nor any officer holding the office of Secretary or Deputy Secretary to the Government of India in the Public Works Department, can, without re-appointment, hold the same post for more than five years.

NOTE.—[The period of five years referred to in Articles 646 and 647 begins to run from the date on which the officer first becomes entitled to draw the full pay of the appointment, whether holding it substantively or only in an officiating capacity; provided that, if officiating he is confirmed in the appointment without a break of service.]

PART V.

648. The following rules apply to officers, whether Civil or Military, holding the appointments enumerated below:—

Secretary to the Government of India, Public Works Department.

Accountant-General, Public Works Department.

Chief Engineers, Class I, who have held one appointment with that rank for five years continuously.

Director-General of Telegraphs.

(1) An officer who is granted a special extension of time in any high appointment in the Public Works, Railway or Telegraph Department, the tenure of which is limited by rule, shall not be allowed any leave during such extension except Privilege leave; and, should longer leave be necessary on account of ill-health, urgent private affairs, or other cause, the extension shall, *ipso facto*, cease from the departure of the officer on such leave.

(2) An officer who has served his full time in any of the above appointments, who is not given an extension, and for whom no other suitable appointment is available, or who vacates his appointment under rule (1), may be allowed any leave admissible under rule

(3) Appointments vacated under the above rules will be treated as substantively vacant from the date of commencement of furlough whether taken by itself or as combined leave.

649. Any Civil Engineer of the Public Works Department or in the Engineering Department of State Railways, who, on reaching the age of 50 years, has not attained the rank of Superintending Engineer, will be liable to be called upon to retire.

650. All Civil Engineers in the Public Works and Railway Departments, Civilian Under and Assistant Secretaries in the Public Works Secretariat of the Government of India, or of a Local Government or Administration, and Civilians in the Superior Accounts Branch of the Public Works Department, in the Superior Railway Revenue Establishment, and in the Superior Establishment of the Telegraph Department, are required to retire on attaining the age of 55 years.

NOTE.—[The above rule is applicable to all Civilians of the several establishments named, whatever the source of their appointment may be.]

Chapter XXXI.—Law Officers.

651. In this Chapter, unless there is something repugnant in the subject or context the term "Law Officer" includes—

An Advocate-General; a Standing Counsel; the Administrator-General at Madras; an Official Trustee; an Official Assignee.

A Receiver of a High Court; an Officer of a High Court who holds an appointment which by law can be held only by a Barrister.

A Secretary in the Legislative Department to a Local Government.

A Remembrancer or Deputy Remembrancer of Legal Affairs.

A Government Advocate, or Assistant to the Government Advocate in Burma, and the Junior Government Advocate in the Punjab.
A Clerk of the Crown; a Government Solicitor; a Government Pleader.
A Government Prosecutor; the Assistant Secretary to the Government of Bengal in the Legislative Department.

652. The leave of absence and acting allowances of a Law Officer who is a member of the Indian Civil Service, or a Statutory Civil Servant, are regulated by the rules applicable to the service to which the officer belongs.

653. A Government Pleader or Government Prosecutor is entitled to such leave of absence and allowances when on leave, and to such acting allowances as the authority who appoints him may think fit to grant, provided that no extra expense be caused to the Government.

Officers on full-time Salaries.

654. The leave of absence and acting allowances of a Law Officer who is not a member of the Indian Civil Service, or a Statutory Civil Servant, or a Government Pleader, or a Government Prosecutor, but whose pay is fixed, and whose whole time is retained for the service of Government, are regulated as if he were a member of the Indian Civil Service.

~~NOTE.—[See the rule under Article 516.]~~

Officers retained on fixed Allowances.

655. The leave of absence and acting allowances of a Law Officer who is not a member of the Indian Civil Service, or a Statutory Civil Servant, or a Government Pleader, or a Government Prosecutor, whose pay is fixed, but whose whole time is not retained for the public service, are regulated by the following rules:—

Active Service.

1. "Active Service" includes, besides time spent on duty, leave of absence taken under Rule 3, and Subsidiary leave of absence taken under Rule 8.

Application.

An application for leave of absence must be submitted through the officer who passes his pay to the authority to whom the officer is directly subordinate.

Leave during Vacation.

3. Leave of absence during the vacation of the High or Chief Court within whose jurisdiction the officer serves may be granted without deduction of pay, provided that no expense be caused by the grant of such leave.

Medical Certificate.

4. Leave may be granted on medical certificate for a period not exceeding one year, and leave so granted may, on medical certificate, be extended to twenty months.

5. Leave of absence on medical certificate may not be granted again until after three years' "Active Service."

Private Affairs.

6. Leave of absence on private affairs for a period not exceeding six months may be granted once only to an officer who has rendered six years' "Active Service."

Furlough.

7. After four years' "Active Service," Furlough without pay, but with retention of appointment, may be granted for a period not exceeding one year.

Subsidiary Leave.

8. In very urgent cases, Subsidiary leave of absence may be granted under Chapter XIII, provided that no expense be caused by the grant of such leave.

Commutation of Leave.

9 Excepting Subsidiary leave, no kind of leave may be granted in continuation of any other kind of leave; but any leave granted under these rules may be retrospectively changed for any other kind or amount of leave which might at first have been granted.

Commencement and Termination of Leave.

10. If an officer who has obtained leave of absence makes over charge of his office before noon, his leave begins on, and includes, the day on which he makes over charge; otherwise, it begins on, and includes, the following day.

... office after noon, his leave of absence ends on, ... otherwise, it ends on, and includes, the

... ovided ... if paid

NOTE.—[An officer compelled to take leave out of India under Rule 4, 5 or 6 owing to ill-health is entitled to the benefits of Article 342. In applying that Article the word "pay" should be substituted for the word "salary."]

Acting Officers.

13. (a) An officer officiating for an officer on leave under these rules is entitled to the

No. 338.

Page 175, Article 655—

Substitute the following for clause (*b*) (*i*) of Rule 13 under this Article:—

"(*b*) Provided that—

(*i*) The minimum salary of a Standing Counsel at Calcutta is Rs. 1,000 a month, and that of Assistant Legal Remembrancer, Punjab, Rs. 450 a month."

(6th Edition No. 338, dated the 2nd January, 1914.)

Insert the following as a Note to Rule 14 under this Article:—

NOTE.—[The Government of India may, in special cases, increase the allowance under this rule to an amount not exceeding the full pay of the appointment.]

(5th Edition, No. 26, dated 1-10-10.)

Officers paid by Fees.

656. Leave may be granted under the rules in the preceding Article to a Law Officer who is paid by fees, whether his whole time be retained for the service of Government or not, on condition that he makes such arrangements for the performance of his duties as are satisfactory to the authority by which he is appointed, and on condition that, in case of his obtaining leave on private affairs under rule 6, the officiating officer shall receive the whole of the Fees attached to the office.

Other Officers.

657. An officiating Law Officer, who is not subject to the foregoing rules, draws, as acting allowance, the difference between the allowance attached to the appointment and the portion of it drawn by the absentee for whom he officiates: Provided the maximum salary (see Article 96) is not exceeded.

Extraordinary Leave.

658. Extraordinary leave under Article 332 may be granted to the officers in this Chapter

Chapter XXXII.—State Railway Establishments.

Section I.—Revenue Establishments.

Classification of Service.

659. In the State Railway Revenue Establishment the different classes of service are as follow —

(*a*) *Permanent pensionable*,—that is, service in all permanent appointments made before 1st September 1881, and service of officers, such as Civil Engineers and members of the Engineer and Upper Subordinate Establishment, who may be transferred to the Revenue Establishment, as Managers, etc., even after 31st August 1881.

The service of an officer in the Traffic Department (appointed before 1st September 1881), before he passed the test examination, does not qualify. [illegible] able status.

(*b*) *Permanent non-pensionable*,—that is, service in all permanent appointments made after 31st August 1881, except as allowed for in clause (*a*).

PART V.

(c) *Temporary*,—that is, service in appointments made from time to time for periods not exceeding twelve months according to the requirements of traffic.

(d) *Special service*,—that is, service of engine-drivers, firemen and mechanics, etc., under covenant with the Secretary of State, or who, on the expiry of the term of their covenant, have renewed their engagement under a covenant with the Government of India.

660. A subordinate officer transferred before 1st September 1881 from the temporary to the permanent Revenue Establishment of a State Railway may, with the sanction of the Local Government, count towards pension the whole or a part of so much of his temporary service as immediately preceded his qualifying service, without interruption.

Ordinary Leave Rules.

661. (a) Leave on medical certificate with half-pay to the extent of sixty days in any calendar year may, in addition to any leave admissible under the Indian Service Leave Rules in Part III, be granted, at the discretion of the Manager, to drivers and other subordinate employés of the State Railway Revenue Establishment, whose service is classed as *Permanent* "*pensionable*" or "*non-pensionable*" under clauses (a) and (b) of Article 659, and who are not employed exclusively on in-door work, provided the illness has not been caused by the man's misconduct.

(b) It may be granted without prejudice to Privilege leave and in continuation of Privilege leave, or *vice versâ*. (*See also Rule* 1 *under Article* 260.)

(c) The leave thus granted is included in the leave to which the limit of three years prescribed in Article 336 applies.

662. Leave to members of superior and subordinate State Railway Revenue Establishments classed as "pensionable" or "non-pensionable" under Article 659, clauses (a) and (b), other than those referred to in the preceding Article, is governed by the ordinary leave rules for European or Indian Services (as the case may be) laid down in Part III.

Special Service Leave Rules.

663. Members of subordinate State Railway Revenue Establishments whose service is classed as "special" under clause (d) in Article 659, may be allowed leave as follows, at the discretion of the Manager.—

(a) Privilege leave on full pay to the extent of one month in twelve, irrespective of the conditions laid down in Article 260. Any subordinate may, however, be permitted to exercise the option of allowing his privilege leave to accumulate up to three months under the usual conditions.

(b) Leave on medical certificate on half-pay to the extent of sixty days in one calendar year, provided that the illness has not been caused by misconduct. This leave may be granted without prejudice to privilege leave, and in continuation of privilege leave, or *vice versâ*. (*See also Rule* 1 *under Article* 260.)

(c) In the case of deserving men, the Manager may extend the leave on medical certificate admissible under clause (b) to a maximum of six months in one calendar year.

664. The Manager may grant furlough according to the following scale to any of the officers mentioned in the preceding Article who can be conveniently spared :—

(a) A first furlough for a period not exceeding—

12	months, after	7	years' service.
14	ditto	8	ditto.
16	ditto	9	ditto.
18	ditto	10 or more	ditto.

(b) A second or subsequent furlough for a period not exceeding—

6	months, after	3	years' further service,	dating from the expiration of the previous furlough, or sick leave.
8	ditto	4	ditto,	
10	ditto	5	ditto,	
12	ditto	6	ditto,	
14	ditto	7	ditto,	
16	ditto	8	ditto,	
18	ditto	9	ditto,	

(c) The period of service upon which furlough may be granted is to be exclusive of time spent on leave of absence of any kind whatever except privilege leave No second or subsequent furlough shall be granted till after a further actual service of three years, commencing from the date of the expiration of the previous furlough , and no single furlough shall be granted for a longer period than eighteen months

(d) An officer on furlough is entitled to half the substantive pay of his appointment, excluding all allowances, except personal allowances

NOTE.—[An officer compelled to take furlough, or leave on medical certificate, out of India owing to ill-health is entitled to the benefits of Article 342. In applying that Article the term "pay" should be substituted for "salary."]

(e) The service towards first or subsequent furlough is not cancelled by the grant of sick leave ; but an interval of three years of service must elapse between the return of an officer from sick leave lasting more than sixty days and the grant of any furlough that may be due to him.

(f) When an officer has earned either first or subsequent furlough, if from any cause it may be found inconvenient to grant him the whole of the furlough earned, an instalment may be granted, leaving the balance at his credit to be taken when convenient, subject, however, to the maximum limit of eighteen months prescribed above.

Leave in Consequence of Accidents.

665. To subordinates on salaries not exceeding Rs. 250 a month, leave in India on full pay may be granted by Managers of State Railways in addition to any leave otherwise admissible for the period during which they may be absent from duty for medical treatment, in consequence of accidents met with in the execution of duty, subject to a limit of six months and to record

in the minutes of official meetings The period of absence is treated entirely as duty and does not interrupt privilege leave or deprive the absentee of any allowance of the character of salary or local allowance.

Labourers.

666. Labourers in State Railway workshops employed upon daily wages when temporarily absent from work in consequence of injuries sustained while on duty in workshops, etc., may, under the authority of the Managers of the State Railways concerned, be granted allowances, during their absence, as under, the amount not to exceed—

(i) fifty rupees; (ii) one month's pay; (iii) (in cases where the absence is less than a month) the pay which the absentee would have earned during the period of leave if he were present on duty.

Recovery of Advances.

667. (*a*) Advances whether made in India (*see Articles* 64 *to* 66) or by the Home Government should be recovered by monthly instalments of one-third salary except in the case of Covenanted Mechanics, Boiler Makers, etc., from whom the recoveries shall be in monthly instalments of one-sixth salary

(*b*) In the case of Covenanted Engine-Drivers the recovery should be made in such a manner as will ensure their receiving in any month not less than Rs 25, exclusive of overtime or other allowances

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Section II.—Lower Subordinates and Office and Petty Establishments on Lines under Construction or Survey.

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668. Subject to the exception noted below, the service of all Lower Subordinates, Sub-Storekeepers, and members of the Office and petty Establishment, appointed to or engaged for lines under construction or survey, on or after the 21st July 1880, is non-pensionable.

Exception—The pensionable service of officers who, before the 21st July 1880, were transferred from [illegible] ays under construction. [illegible] ontinue to enjoy their [illegible] on that date engaged.

Section III.—Other Offices.

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669. The services of all clerks appointed after the 31st January 1889 to all Consulting Engineers' and Port Store-keepers' Offices, and of all Accountants and clerks appointed after the 16th July 1889 to any of the Offices of Examiners of Guaranteed Railway Accounts, do not qualify for pension unless transferred from a permanent pensionable post.

Chapter XXXIII.—The Bengal Covenanted Pilot Service.

Section I.—Pay and Leave Rules.

670. For the purposes of the Leave Rules, the pay of the several grades of the Service shall be taken to be as follows:—

	Rs		Rs.
Branch Pilot . .	1,000 a month	1st Mate Leadsman passed as Mate Pilot after 1st September 1894 . .	175 a month.
Master Pilot . .	700 „	1st Mate Leadsman .	150 „
Mate Pilot appointed before 1st October 1894 . . .	450 „	2nd Mate Leadsman .	125 „
Mate Pilot appointed with effect from 1st October 1894 . .	400 „	Leadsman Apprentice .	100 „

Furlough.

671. Furlough may be taken to the extent of four years during the entire period of service, in the following instalments, *viz.*, after ten years' service, two years, and after every subsequent eight years, one year, on an allowance of half the average pay for the last three years: Provided that no Furlough can be granted to an officer who has taken leave on medical certificate until three years after his return from leave on medical certificate, or to an officer who has taken privilege leave of over six weeks' duration until 18 months have elapsed between last return from such leave, and the furlough, or privilege leave, if any, with which the furlough is combined.

If a portion of an instalment is taken, the remainder may be added to any later instalment: Provided that not more than two years' furlough may be taken at one time.

NOTE.—[An officer compelled, owing to ill-health, to take leave out of India under Article 671, 672 or 673, is entitled to the benefits of Article 312 In applying that Article the word "pay" should be substituted for the word "salary."]

Leave on Medical Certificate.

672. Leave on medical certificate may be taken to the extent of three years during the whole period of service, but not for more than two years at a time, and not more than twice out of India. Such leave cannot be taken for more than one year, except after three years' continuous service immediately preceding. Leave on medical certificate cannot be counted as service for furlough, and no leave on medical certificate can be taken while any furlough is due. An officer on leave under this Article is entitled to half his average pay for the first fifteen months of each period of such leave, but not for more than thirty months in all. For the rest of his leave under this Article he is entitled to a quarter of his average pay. The minimum furlough allowance during leave on medical certificate to the officer to whom any allowance is due shall be—

	Rs.
In the case of a Branch Pilot, Master Pilot, and Mate Pilot	100 a month.
In the case of a Mate Leadsman and Leadsman Apprentice	50 „

Special Leave and Extraordinary Leave.

676. (a) Privilege leave may be taken either under the ordinary rules, or

(b) For a period of two months in every twelve, on half pay (which cannot be accumulated), on a medical certificate showing that the applicant requires, through sickness, more leave than he could take under the ordinary Privilege Leave Rules. When such leave is taken in extension of ordinary Privilege leave, the period of ordinary Privilege leave first taken under clause (a) must be commuted to double the period on half pay under this clause. Leave taken under this clause is reckoned as Active Service, but it cannot be combined with other leave under Article 233, and if it is extended under medical certificate, the whole of the leave is treated as leave on medical certificate under Article 672.

(c) The leave authorised in clause (b) may be taken in instalments; but a Pilot may not take leave under clause (a) either by itself or combined with other leave under Article 233 for eleven months after his return to duty from his last leave taken under clause (b).

Leave after Superannuation Age.

677. A Pilot is eligible after he attains the age of 55 years for privilege leave and for any special leave on urgent private affairs to which he may be otherwise entitled. No leave, other than privilege leave or special leave granted to a Pilot before his fifty-fifth birthday, has effect after that date.

PART V.

691. No widow who may have been legally divorced or separated from her husband for adultery, or who, at the period of her husband's demise, may have quitted his protection and be living in a state of notorious adultery, though not divorced or separated from him by law, or who, after her husband's decease may be living in a notorious state of incontinence, and no female orphan living in such a state shall be entitled to receive, or continue to receive, any pension under these rules.

Section IV.—Rate of Exchange for Pensions.

692. (*a*) The pension of a Pilot who was in the service prior to the 30th August 1883, if drawn in England or in the Colonies, is payable at the rate of 1*s.* 11*d.* per rupee.

(*b*) The pension of the family of a Pilot who was in service on the 15th September 1881, if drawn in England or in the Colonies, is payable at the rate of 1*s.* 11*d.* per rupee.

(*c*) The pension of a Pilot or of the family of a Pilot, who was appointed to the service after the dates named in clauses (*a*) and (*b*), is payable at the rate of exchange fixed yearly for the adjustment of financial transactions between the Imperial and Indian Governments.

Chapter XXXIV.—Port Blair Police.

Leave Rules.

693. (*a*) Privilege leave on full pay may be granted to subordinate Police officers and men as under—

(i) Two months after thirty months' consecutive service.

(ii) Three months after thirty-six months' consecutive service.

(*b*) Such leave, if taken to India, may be overstayed without forfeiture of pay by such period not exceeding eight days as may intervene between the end of the leave and the date preceding that on which the next mail steamer leaves Calcutta for Port Blair.

(*c*) Privilege leave to the amount due may in the case of Inspectors be prefixed to furlough, leave on medical certificate and extraordinary leave without allowances under the conditions prescribed in Article 233.

694. (*a*) Inspectors may be granted furlough and leave on medical certificate under the Indian Service Leave Rules.

(*b*) Officers of lower rank may after five years' continuous service in the Settlement be granted furlough on half-pay for from four to six months according to the distance of the applicant's home from Calcutta. In the case of married men who have their families at the Settlement, furlough is given only in special cases at the discretion of the Superintendent.

695. Extraordinary leave under Article 339 may be granted to all ranks.

696. Policemen of all ranks below that of Inspector proceeding to India on leave of any kind are entitled to free passages both ways by sea, and Sergeants and Constables proceeding on furlough or leave on medical certificate are also entitled to free passages by rail to and from their homes.

697. (a) Policemen proceeding to India on leave of any description should ordinarily be employed on the voyage in guarding transferred convicts.

(b) On the expiration of their leave, they will report themselves to the Commissioner of Police, Calcutta, with a view to their employment as convict guards on the return journey.

698 The total number of men on leave at one time from all causes other than privilege leave shall not exceed ten per cent. of the Force.

699. While ill in hospital at Port Blair or Nancowri, absentee allowances are granted as follows :—

(a) Constables and Sergeants,—Full pay for so long as they may be in hospital.

NOTE —[This concession does not interfere with the grant of any leave admissible under this section]

(b) Subadars and Jamadars and Inspectors,—In accordance with the Indian Service Leave Rules.

700. During leave on medical certificate spent in India an absentee allowance is granted at the following rates :—

(a) *Constables* —Subsistence allowance of Rs. 6 a month.

(b) *Naiks.*—Subsistence allowance of Rs. 8 a month.

(c) *Sergeants* —Subsistence allowance of Rs. 10 a month.

(d) *Subadars and Jamadars* —Half pay for fifteen months and subsistence allowance of Rs 15 a month after that term.

Pension Rules

701. Members of the Force are entitled to pensions under the Regulations in Part IV, for the calculation of ordinary pensions for Superior service. Native officers, Non-Commissioned officers and Sepoys of the Indian Army recruited direct from the Army and whose services are obtained on special application, count their previous Army service as qualifying service under the rules in Part IV, provided they complete 10 years' qualifying service in the force. Those who retire before completing 10 years such service are granted the military pension of their rank—their service in the police being included as qualifying under Military rules.

702. Time spent in hospital at Port Blair or Nancowri by Constables and Sergeants of the Force, during which they receive full pay under Article 699 does not qualify for pension.

Travelling Allowance Rules.

702A. Subadars and Jamadars are entitled to second class accommodation on all journeys by rail for which they are entitled to travelling allowance.

Chapter XXXV.—Assam and Dacca Military Police.

703. Pensions are granted to Policemen and, in the exceptional cases specified in the rules, to their heirs in accordance with Parts IV and VI.

PART V.

704. Furlough
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No. 131.

Page 186. Article 705.

Substitute the following for this Article:—

705. Leave on medical certificate for not more than six months date of departure from head-quarters to date of return thereto, granted by Battalion Commandants to all ranks. A man taking su forfeits his turn for furlough, and his name is placed at the botton furlough roster. Leave on medical certificate for a longer period t months may be sanctioned by the Inspector General of Police, Bengal and Assam

(8th Edition, No. 131, dated 6-4-1911)

granted, half pay. The leave allowance of a man on leave on medical certificate taken in extension of furlough is half Assam or Dacca pay.

707. Sick leave on full pay for a period not exceeding one month may be granted by Battalion Commandants to all ranks while in hospital. In exceptional cases, *e.g.*, in consequence of wounds received in action or for other special reasons this privilege may be extended to two months under the special sanction of the Local Government. After this period, such leave may be granted on half pay. Leave granted under this rule shall not interfere with the grant of ordinary leave on medical certificate.

708. The Battalion Commandant may grant privilege leave on urgent private affairs under the rules in Chapter XII to men whose conduct has been good.

709. The Inspector General of Police may frame subsidiary rules not inconsistent with these rules for the guidance of Battalion Commandants in granting furlough and leave.

710. Native Commissioned officers are entitled to travelling allowance as second class officers for journeys by rail and by river steamer.

711. Free passages by steamer and rail are allowed—

(*a*) to and from their homes, to men proceeding on or returning from furlough on private affairs or leave on medical certificate, but not to men proceeding on or returning from privilege leave,

(*b*) to their homes, to men who are not natives of the Province when retiring on Invalid pensions, but not to men granted Retiring or Superannuation pensions.

712. Any member of the Force belonging to races foreign to Assam or Dacca who may be recruited outside the Province, may, with the written permission of the Battalion Commandant, and if quarters are available in the Police lines, bring his children, one wife and one relative to Assam or Dacca.

For the conveyance of families, third class passages will be granted by railway, and deck passages by steamer, in the case of all Native officers, on payment of one-third of the passage money and fare; in the case of 20 per cent. of the Non-Commissioned officers of each Battalion, free of charge; in the case of 5 per

cent. of the privates of each Battalion, free of charge. The percentage must be reckoned on the number of foreigners only.

Return passages to their homes will be granted to the families of such officers and men dying in Assam or Dacca.

Chapter XXXVI.—Calcutta and Suburban Police Forces.

713. The leave of absence and acting allowances of officers and men of the Calcutta and Suburban Police Forces whose pay does not [illegible]

[illegible] Leave granted under Rules (1), (2), (3) and (4), cannot be claimed as a right, but may be granted at the discretion of the Commissioner of Police, provided that no inconvenience to the public service will be occasioned, and that the funds admit.

(8) The place of any officer or constable absent from duty on leave, under Rule (3), (4) or (6), may be filled up by the temporary promotion of a substitute from the next lower grade, whose place again may, in like manner, be filled up by promotion from the lower grades.

(9) Any officer or constable acting for another absent from duty under Rule (3), (4) or (6), shall draw half his own salary *plus* half that of the superior officer for whom he is acting, and any saving accruing from such arrangement shall be carried to the credit of the Leave Fund.

(10) The half salary of any officer or constable on leave, whether special or on medical certificate, will be [illegible] ble only on return to duty. Should the absentee not rejoin upon [illegible] tion of the leave granted to him, he will be liable to [illegible] t all claim [illegible] lf pay he would otherwise receive upon return. [illegible] thus forfei[illegible] be carried to credit of the Leave Fund.

(11) [illegible] ber of [illegible] to be absent on Special leave is not to exceed 10 [illegible] erical strength.

PART [illegible]

Chapter XXXVII.—Burma Military Police.

714. The rules in this Chapter apply to—

(a) All members of the Burma Military Police who originally enlisted on an engagement under the direct orders of the Government of India, and on a renewal of their engagement, to all members who joined the Force from the Army prior to 1st January 1889.

(b) All members of the Burma Military Police enlisted by the Government of Burma.

(c) Soldiers who join the Force from the Native Army after the 31st December 1888, or who, having joined before that date, are now serving in Lower Burma, not having been transferred from Upper Burma in the interests of the public service.

(d) Karen recruits.

(e) All members not being soldiers of the Native Army on renewal of their engagements who were enlisted under the direct orders of the Government of India.

(f) Kachins enlisted in the Military Police.

(g) Salutries and Armourers.

Leave and Leave Allowances.

715. Furlough on private affairs on half Burma pay (except for members mentioned in Article 714 (a) who will draw full Burma pay) for not more than six months may be granted by Battalion Commandants on condition that the number absent on furlough and sick leave at any one time does not, except under the special orders of the Government of India, exceed 7½ per cent. of the strength of the Battalion.

716. Leave on medical certificate for not more than six months may be granted by Battalion Commandants to all ranks. A man taking such leave forfeits his turn for furlough and his name is placed at the bottom of the furlough roster. Extensions of leave on medical certificate beyond a period of six months in the aggregate may be sanctioned by the Inspector General of Police, Burma, but the amount of leave which may be granted with pay at one time is limited to two years.

717. (a) Allowances on leave on medical certificate are :—

(i) In the case of the members mentioned in clause (a) of Article 714, full Burma pay for the first six months and afterwards at the rate of one quarter the Burma pay: provided that the Local Government may in any case by special order direct that a man on leave on medical certificate after the first six months shall draw any allowance not exceeding one-half the Burma pay.

(ii) In the case of the members mentioned in clauses (b) to (g) of Article 714, half full Burma pay for the first six months and, in case of extension being granted, not more than one-fourth full Burma pay without the sanction of the Local Government.

(b) The leave allowance of a man on leave on medical certificate taken in extension of furlough is one-fourth full Burma pay.

NOTE. 1.—[An advance of three months' pay may be made to the men mentioned in
…advance of three months' pay is
…Military Policemen for passing
…are treated as salary for the
…n into account in calculating
pension.]

718. Sick leave on full pay for a period not exceeding two months may be granted by Battalion Commandants to all ranks while in hospital in Burma and on half pay for any period in excess of two months. Sick leave on full pay may, however, be granted to all ranks while in hospital in Burma on account of wounds received in action until they are discharged from hospital. Leave granted under this rule does not interfere with the grant of leave to India on medical certificate.

719. Battalion Commandants may grant privilege leave on urgent private affairs under the rules in Chapter XII to men whose conduct has been good.

720. The Inspector-General of Police may frame subsidiary rules not inconsistent with these rules for the guidance of Commandants in granting furlough and leave.

Travelling Allowance.

721. Subadars and Jamadars of the Military Police both in Upper and Lower Burma are entitled to second class accommodation on all journeys by rail for which they are entitled to travelling allowance.

722. Free passages by sea, river and rail are allowed to and from their homes t…
the My…

No. 46.

Page 189. Article 722.

Substitute the following for Note 2 under this Article :—

NOTE 2.—[A free passage is allowed to an attendant who may be deputed by the Battalion
…n-Commissioned officer or sepoy of the
…d sick leave or on retiring from the
…Civil Surgeon certifies that the sick
…owever, be understood that a special
…solutely necessary to do so, and that
ordinarily the invalid should be put in charge of a comrade proceeding on leave at the same time.]

(5th Edition, No. 46, dated 1-11-10.)

723. Free passages from the place of enlistment may be granted to Karen recruits who have to travel by rail or steamer to the head-quarters of their Battalion. The passage of recruits for the Upper Burma Military Police enlisted in India as well as of gunkahars, cooks, bhisties, and transport drivers is paid by Government from the place of enrolment to the head-quarters of the Battalion.

The passages of followers enlisted in Burma for the Upper Burma Military Police may be paid, with the sanction of the Inspector-General of Police, from the place of enrolment to the place where the follower is to be employed, in cases where the distance between the two places exceeds 50 miles.

Each recruit for the Arakan Hill Tracts, Lower Burma Military Police, is entitled to the actual cost of the journey from his home to Calcutta; and also a free passage to Akyab.

The passage by rail and steamer of recruits enlisted in India for the Lower Burma Military Police is also paid by Government from the place of enrolment to the head-quarters of the Battalion.

NOTE.—[Free passages to their homes to members of the Burma Military Police recruited in India and discharged on the termination of their first engagement are admissible under Article 1132, also to those who re-enlist without a break in their service for a further term of service on the expiration of the period of their first engagement and who are discharged on the termination of their further engagement; also to those who re-enlist for no special term and are subject only to the usual two months' notice.]

[illegible]

relative to Burma

For the conveyance of families, third-class passages will be given by railway, and deck passages by steamer, in the case of all Native Officers, on payment of one-third of the passage money and fare; in the case of 20 per cent. of the Non-Commissioned Officers of each Battalion, free of charge; in the case of 5 per cent. of the privates of each Battalion, free of charge. Return passages to their homes will be granted to the families of officers and men dying in Burma.

725. No travelling allowance may be given to families of men of the Karen (now Lower Chindwin) Battalion who have been ordered on service. Indigenous Battalions are raised to avoid such expenses.

Pensions.

726. The following rules regulate the pensions of members of the Burma Military Police mentioned in Article 714 (*a*):—

(*a*) Soldiers joining the Police may elect to remain under military rules for pension. In that case no deductions from pay will be made on account of pension, and the pensions are regulated as if the soldiers held Army rank as shown below:—

1. Native Officers in receipt of Rs. 100 to Rs. 150 . as Subadars.
2. " " " Rs 50 to 65 . . as Jemadars.
3. Native Non-Commissioned Officers . . . as Havildars.
4. Privates . . . .

(*b*) If on joining the Police they do not elect to remain under Military Pension Rules, a *deduction from pay of one-half anna in the rupee shall be made*: the previous service in the Army qualifies for pension under the Civil Service Regulations, and the pensions admissible are determined by rules of those Regulations applicable to policemen. If the soldier returns to the Army

No. 265.

Page 191. Article 726.

Substitute the words "Article 1062 of the Army Regulations, ndia, Volume I" for the words "Article 573 of the Army egulations, India, Volume I, Part II" in the second line of ause (e) of this Article.

(5th Edition, No. 265, dated 1-5-12)

men of the Native Army not being Natives of Burma, and is, therefore, so considered in the case of all men of the Upper Burma Military Police subject to the Military Pension Rules of the Native Army.

727. (*a*) In the case of members of the Burma Military Police mentioned in clauses (*b*) to (*g*) of Article 714, the rules in the Civil Service Regulations apply as regards pensions, except Salutries and Armourers who joined the Upper Burma Military Police from the Army before the 1st January 1889 who are subject as regard pensions to Article 726, clauses (*a*) to (*c*).

(*b*) Pension under the Civil Rules for the period of their past Military as well as their Police service is granted to the Native Officers and Non-Commissioned Officers of the Burma Military Police referred to in clause (*a*) who have been or may be recruited direct from the Army after 1888, when volunteering was closed, on the condition that they complete 10 years' qualifying service in the Burma Military Police in addition to their service in the Army; but those who retire with less than 10 years' qualifying service in the Burma Military Police will be granted pension on the Military scale according to their rank for the whole period of their service, that in the Police being included. This concession applies only to those men whose services were obtained from the Army on special application.

The passages of followers enlisted in Burma for the Upper Burma Military Police may be paid, with the sanction of the Inspector-General of Police, from the place of enrolment to the place where the follower is to be employed, in cases where the distance between the two places exceeds 50 miles.

Each recruit for the Arakan Hill Tracts, Lower Burma Military Police, is entitled to the actual cost of the journey from his home to Calcutta; and also a free passage to Akyab.

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724. Any member of the Force [except those mentioned in clauses (*d*), (*f*) and (*g*) of Article 714] may, with the written permission of the Commandant and if quarters are available in the Police lines, bring his children, one wife, and one relative to Burma.

For the conveyance of families, third-class passages will be given by railway, and deck passages by steamer, in the case of all Native Officers, on payment of one-third of the passage money and fare; in the case of 20 per cent. of the Non-Commissioned Officers of each Battalion, free of charge; in the case of 5 per cent of the privates of each Battalion, free of charge. Return passages to their homes will be granted to the families of officers and men dying in Burma.

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1. Native Officers in receipt of Rs. 100 to Rs. 150	as Subadars.
2 ,, ,, ,, Rs 50 to 65	as Jemadars.
3 Native Non-Commissioned Officers	as Havildars.
4 *Privates*	

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(5th Edition, No. 265, dated 1-5-12.)

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(*b*) Pension under the Civil Rules for the period of their past Military as well as their Police service is granted to the Native Officers and Non-Commissioned Officers of the Burma Military Police referred to in clause (*a*) who have been or may be recruited direct from the Army after 1888, when volunteering was closed, on the condition that they complete 10 years' qualifying service in the Burma Military Police in addition to their service in the Army; but those who retire with less than 10 years' qualifying service in the Burma Military Police will be granted pension on the Military scale according to their rank for the whole period of their service, that in the Police being included. This concession applies only to those men whose services were obtained from the Army on special application.

PART VI.—WOUND AND OTHER EXTRAORDINARY PENSIONS.

Chapter XXXVIII.—Wound and other Extraordinary Pensions.

Section I.—Wounds on Military Service.

728. Gratuities and pensions to officers wounded, and to the families of officers killed, in action, or in the execution of duty otherwise than in action, and to the families of officers whose death is due to illness contracted on servic [illegible]

NOTE.—[In a case falling clearly and strictly within the letter of the rules, the Local Government may grant the pension admissible, the report to the Secretary of State being made through the usual channel]

729. Officers of Government, being Volunteers who are called out on actual Military service, are entitled (themselves and their families) to the pensions, allowances, or gratuities admissible under Army Regulations, India, Volume IX, Section XIX : Provided that, if any such officer is wounded or killed in such actual Military service, and he or his family are in consequence thereof, entitled by the following rules or by the rules of the Service to which he belongs, to a higher pension, allowance or gratuity than is provided by the Military rules above referred to, then he or his family shall receive such higher pension, allowance, or gratuity in lieu of that provided by those rules. Provided also, in every case, that he has given to the head of his office if he is a member of an office establishment, or to his superior officer in other cases, notice of his having been called out.

730. Gratuities and pensions are granted to Civil officers wounded, and to the families of such officers killed, while serving (in circumstances justifying their presence) with a Military force, and to the families of such officers whose death is due to illness contracted on service with an army in the field, according to the scale applicable to officers or men of the Army or their families, the rank of the officers being determined with reference to the actual

Military rank in the field or by the following tables, whichever is more favourable to the recipients :—

(i) Members of the Indian Civil Service :—

An officer of —	Ranks as a—
Less than 5 years' standing	Lieutenant
More than 5 " "	Captain.
" 12 " "	Major.
" 18 " "	Lieutenant-Colonel.
" 23 " "	Colonel.
" 31 " "	Major-General.
Lieutenant-Governor or Chief Commissioner	Lieutenant-General.

(ii) Other Civil officers, not being native officers :—

An officer whose salary is—	Ranks as a—
Below Rs. 16 a month	Sepoy.
Rs 16 a month or upwards	Naik.
" 25 ditto	Havildar.
" 50 ditto	Jemadar.
" 100 ditto	Subadar.
" 200 ditto	Lieutenant of less than 3 years' service
" 300 ditto	Lieutenant of more than 3 years' service.
" 500 ditto	Captain.
" 1,000 ditto	Major.
" 1,500 ditto	Lieut.-Col.
" 2,000 ditto	Colonel.
" 2,500 ditto	Major-General.

(iii) The wound and family pensions of native Civil officers are fixed in rupees as follows :—

An officer whose salary is	Wound pension	Family Pension: Intermediate Rate: For widow	Family Pension: Intermediate Rate: For each child	Family Pension: Highest Rate: For widow	Family Pension: Highest Rate: For each child	Maximum amount of pension admissible
	R	Rs	Rs	Rs.	Rs.	
Below Rs. 16 a month	The rates are determined in accordance with Army Regulations, India, Volume I, officers ranking as in clause (ii) above.					
Rs. 16 a month or upwards						
" 25 ditto						
" 50 ditto						
" 100 ditto						
" 200 ditto	80	60	12	80	16	Half the salary of the officer.
" 500 ditto	120	90	18	120	24	
" 1,000 ditto	240	120	24	180	36	
" 1,500 ditto	300	150	30	225	45	
" 2,000 ditto	360	180	36	270	54	
" 2,500 ditto	420	210	42	315	63	

(iv) A Viceroy of India or Governor of a Presidency ranks as a Field Marshal, General, or Lieutenant-General Commanding-in-Chief.

(v) A person who is not in the service of Government ranks according to his status in life as compared with an officer of the Regular Forces.

PART VI.

Place of payment.

731. A Civil officer in receipt of a wound pension cannot draw it from the Home Treasury while serving or residing in India, but must draw it at the place where his pay, absentee allowance, or pension is disbursed.

Section II.—Special Cases.

732. In special cases, as, for instance, when an officer is wounded in an encounter with dacoits, the Government of India may relax the condition of Article 730 as to service with a Military force. In such cases the pension or gratuity granted to a Civil officer will be calculated according to the scale laid down in the Army Regulations, India, Volume I, for wounds and injuries received in the execution of Military duty otherwise than in action, the rank of the Civil officer being determined as in Article 730

[illegible] e discharg[illegible]
[illegible] nd will be
[illegible] a similar
[illegible] to prevent
[illegible] nts. Sub-
[illegible] es received
[illegible] Royal-War[illegible]

Wound Leave.

733 An officer compelled to absent himself from duty, in consequence of wounds received in action, or of illness contracted by active service in the field (in circumstances justifying his presence) with a Military force (*i.e.*, service recognised as such by the Government of India), or of illness which was originally contracted on such service, being aggravated or reproduced by subsequent service of a similar nature, may be allowed extraordinary leave on medical certificate, irrespective of the period which has elapsed since his last return from leave of any description. Such leave will not reckon as part of the maximum admissible under general rules, and it will, except as regards the earning of Furlough, count, up to a maximum of 12 months as active service, provided that—

(*a*) it must be taken immediately in consequence of the wound or illness, *i.e.*, without any intervening period of active service;

(*b*) it is certified by the Medical Board, before which the officer appears, that the disability owing to which leave has become necessary, originated on active service in the field and was solely caused by hardship and exposure undergone or by wounds received, during such service;

(*c*) it cannot be combined with any other kind of leave, except Leave on Medical Certificate;

(*d*) allowances during such leave will be half average salary, subject to the maxima applicable to ordinary Furlough; and no allowances will be paid for any leave in excess of two years;

(*e*) the medical certificate must state the term for which leave is necessary in consequence of the wound or illness, and any extension of that period can be granted only on a fresh medical certificate;

(*f*) an interval of three years must intervene between expiry of such leave and Furlough, except in the case of Furlough on medical certificate, when the interval need not exceed six months.

such service.]

Section III.—Injuries Received on Duty.

734. (*a*) The rules in this Section are analogous to the Regulations for the grant of pensions to soldiers wounded in action and to the heirs of soldiers killed in action, and provide for a pension or gratuity in cases of injury or death:—

(i) to a man so injured in the execution of a public duty as to be incapacitated for earning a livelihood;

(ii) to the family of a man killed in the execution of a public duty;

(*b* They apply to any person employed in the service of the Government, whether permanently, temporarily, or even casually, and when remunerated by fixed pay, or (as, for example, miners in the Salt mines) for piece-work.

(*c*) They apply also to a village watchman (including a Municipal chowkidar in the United Provinces) or his family, even though he receives no pay from the State.

735. A Wound or Extraordinary pension or gratuity is granted only when injury or death is met in the performance of a duty which is attended with extraordinary bodily risk. This condition governs the grant of pensions or gratuities under Articles 739 and 740. The Government recognises no claims on account of loss of life or bodily injury resulting from an ordinary accident. The following are examples of cases of ordinary accident:—

736. The Government does not bind itself to grant pension in every case, or, if it grants pension, to grant it for life.

737. The amount of pension is to be regulated by—

(i) the character and service of the injured or killed;

(ii) the nature of the risk undergone, and the conduct of the man in accepting it;

(iii) the nature and extent of the injury received;

(iv) the pecuniary circumstances and prospects of the claimant.

738. Injuries for the purposes of this Section are classed in four degrees :—

1st Degree.—Men losing two limbs or both eyes from wounds; or being so severely wounded as to be totally incapable of earning a livelihood and to require the care and assistance of some other person.

2nd Degree.—Men losing one limb or one eye; or being so disabled as to be incapable of earning a livelihood, though not requiring the care of another person.

3rd Degree.—Men not losing a limb or an eye who have received an injury equal to the loss of a limb, or who are otherwise so disabled as to be capable of contributing in only a small degree towards earning a livelihood.

4th Degree.—Men able to contribute materially towards a livelihood, although unfit, from wounds, for the ordinary duties of the service.

739. A pension or, when a pension is not justified by the circumstances of the case, a gratuity may be granted by the Local Government or the Government of India as follows :—

Pensions.

(*a*) by the Local Government, not exceeding Rs. 10 a month.

(*b*) by the Government of India, not exceeding—

(i) Rs. 100 a month, in the case of State Railway servants.

(ii) Rs. 25 a month in other cases.

Gratuities.

(*c*) by the Local Government, not exceeding six months' pay and not exceeding Rs. 600.

(*d*) by the Government of India, not exceeding six months' pay or Rs. 1,000 whichever is greater.

() by the Railway Board, not exceeding six months' payor Rs. 3,000, whichever is greater in the case of State Railway servants.

740. Pensions granted under the preceding Article are subject to the following limits :—

(i) To an officer wounded in the first or second degree, not exceeding full pay.

(ii) To an officer wounded in the third or fourth degree, not exceeding half pay; or, if the officer is entitled to an Invalid pension of half pay under the ordinary rules for Superior or Inferior service, then not exceeding three-quarters pay.

(iii) To the family of an officer killed in the execution of his duty, not exceeding half the pay of the deceased officer, and not less than Rs. $2\frac{1}{2}$ a month.

NOTE.—[The term "family" includes only wife, legitimate child, father or mother, dependent upon the deceased for support. The words "for the support of the family" should be inserted in every order sanctioning a pension under this rule.]

741. (*a*) A pension granted under clause (*i*) or (*ii*) of the preceding Article will, unless the pensioner is more than sixty years old (in which case it will be permanent), continue, in the first instance, for two years only.

(*b*) At the end of eighteen months, the pensioner shall be examined afresh by a Medical Officer in charge of a Civil station, upon whose report the Local Government will decide whether the pension shall be continued or not for a further term, or permanently, and whether the pensioner shall be subjected or not to further medical examination.

742. (*a*) If a pension is granted to a family under Article 740 (iii), it is allotted for the support of the family to the eldest surviving son:—

(i) failing sons, to the eldest widow, for the same purpose;
(ii) failing both sons and widows, to the eldest surviving unmarried daughter, for the same purpose;
(iii) these failing, to the father, for the same purpose;
(iv) and failing all others, to the mother for the same purpose.

(*b*) To a male, pension is given as follows:—

(i) if the pensioner is under six years of age, till he is eighteen years old;
(ii) if above six and under fifty years, for twelve years;
(iii) if not under fifty years, for life.

(*c*) The pension to a female is for life or until marriage; (1) but, on her suitable marriage, the Local Government may, at its discretion, grant her five years' pension as a dowry.

NOTE (1).—[A Political, Extraordinary, or other pension granted in the Civil Department to a female infant, native of Asia, shall, in the absence of special orders to the contrary, last until she leaves her own family to cohabit with a husband, or, being married, attains the age of sixteen years, whichever event happens first.]

(*d*) A pension is given to only one member of each family, and no transfer of the pension to another member is permitted on its lapse either by the demise of the pensioner or for any other reason, or on its remaining in abeyance under the operation of the rules in Chapter XXI.

743. The Government of India have also the power to grant in any case, even where no pension or gratuity is admissible under these rules—

(*a*) a gratuity not exceeding Rs. 1,000; or
(*b*) when injury or death is due to devotion to duty, a pension not exceeding Rs. 25 a month or a gratuity of equivalent amount.

NOTE.—The powers of the Government of India under Clause (*a*) above may be exercised by the Railway Board in the case of Railway servants.

744. A Local Government may, as a special case, grant a gratuity not exceeding Rs. 20, or two months' pay, whichever is less, to a day-labourer or mechanic injured, or to his representatives if he is killed, in the execution of duty by causes beyond his control, if the injury is not such as to allow of a Wound or Extraordinary pension being granted under the foregoing rules.

NOTE.—[The powers of a Local Government under this Article may be exercised by Superintending Engineers in the Public Works Department.]

PART VI.

Section IV—State Railway Rules.

745. A Local Government having State Railways under its control and Managers of State Railways not under Local Governments may grant a gratuity to any State Railway servant who may be injured, or to the representatives of any State Railway servant who may be killed, by the working of trains or engines, otherwise than through his own negligence or wilful action: provided that such gratuity shall not exceed a sum equal to six months' pay of the servant injured or killed, or a maximum of Rs. 200. If Rs. 200 is considered insufficient, a reference must be made to the Government of India.

1. Officials of the Railway M[illegible]
servants under Article 745 for the [illegible]
representatives of those who may [illegible]
the Director General of the Post [illegible]
Managers of State Railways in respect of State Railway servants.

Section V.—Procedure.

746. When a claim for Wound or Extraordinary pension arises, the head of the office in which the man killed or injured was employed must hold a formal inquest, taking evidence as to —

(i) the circumstances under which the injury was received, or the life lost;

(ii) the relationship (in the case of a death) and the pecuniary circumstances of the claimants.

747. The head of the office will then submit the case, with a statement of the circumstances, through his official superiors, to the Government. The application, which should be in Form No. 25 in the case of a man injured and Form No. 22 in the case of a man killed, should be accompanied by the report of the Audit Officer upon the claim.

Section VI.—Re-employment of Wound Pensioners.

748. A Wound or Extraordinary pension granted under these Regulations, or under Military Rules, to a Native Commissioned officer or a Non-Commissioned officer or soldier for wounds and injuries, may, in the event of the pensioner's subsequent employment in the Civil Department, be, during such employment, reduced or suspended by the Government which granted the pension.

NOTE.—[illegible]

749. If, however, the Wound or Injury pension of a Native Commissioned officer or a Non-Commissioned officer or soldier includes an Invalid pension, he may, if the Wound or Injury pension is withheld, draw the Invalid pension in addition to Civil salary.

PART VII.—FOREIGN SERVICE AND SERVICE UNDER LOCAL FUNDS.

GENERAL ARRANGEMENT.

No. 322.

Pages 205-221. Articles 750-795.

Substitute the following for the rules in Part VII, Chapters XXXIX to XLI of these Regulations.

1. *The revised rules will apply only to cases in which officers are transferred to Foreign Service after the date of the introduction of these rules. In the case of officers transferred to Foreign Service before this date, the old rules should continue to be applied.*

No. 330.

Article 772.

Substitute the following for clause (b) (i) of this Article, as inserted by correction slip No. 322, dated the 1st August 1913:—

(i) Officers lent to His Majesty's Government or to British Colonies, Protectorates, etc In such cases, if the loan is to the War Office, a share of the pension ultimately granted to the officer is paid by the War Office under separate arrangements, but if it is to a British Colony or Protectorate, pension contribution is paid during the period of the loan by the employing Government either to the Government of India or to the India Office. When, however, an officer is allowed to take up duties under the War Office, he may in certain circumstances be required to pay a pension contribution in respect of the period of the loan.

(5th Edition, No. 330, dated the 23rd October 1913.)

management by Government of estates or funds which they have taken under their control or received in trust, and paid from the revenues of such estates or from such funds The service must be strictly connected with the
pointments existing apart from, or
vernment control can be made only
the first kind.

Examples—Administrators of Native States under direct management. Managers of Courts of Wards' Estates.

General conditions applicable to foreign service.

751. An officer transferred to foreign service remains subject to the general and disciplinary rules which would have applied to him as a servant of Government had he not been so transferred.

752 An officer who belongs to a graded service is allowed the substantive promotion which he would have received had he not been transferred. One who does not belong to a graded service may not, without the sanction of the Local Government by which he was transferred, be given substantive promotion in Government service, or on reversion to that service be appointed
transfer.
the nature
them quali
is one on progressive or a time-scale of pay counts time spent in foreign service for increments.

NOTE—An officer who belongs to a graded service may also be allowed any officiating or temporary promotion, which he would have received had he not been transferred, which counts towards additional pension under Articles 644 (b) and 475, Civil Service Regulations.

753. An officer in foreign service may not elect to withhold contribution and forfeit the right to count as Government service the time spent

in foreign employ. The contribution paid by or for him maintains his claim to pension or, if contribution is paid for leave allowance also, to pension and leave allowance in accordance with the rules of the service to which he belongs. Neither he, nor any body which has paid contribution on his behalf, has any right of property in such contribution nor can any claim for refund be entertained.

754. An officer of Government, who is lent on foreign service conditions, may not, except with the sanction of the Government of India, accept a pension or gratuity from his foreign employer in respect of such service.

755 (*a*). An officer retains while on foreign service a lien upon a substantive office under Government, and when he reverts to Government service, either temporarily or permanently, he resumes substantively the position in his service or establishment which he held when he was transferred, or to which he may have attained in accordance with the rule in Article 752.

(*b*). If an officer proceeds on leave from his foreign service appointment he shall not ordinarily be considered to revert to Government service unless and until he rejoins his appointment in British service.

Where, however, the foreign service is under the control of the Local Government, to service under which an officer reverts on relinquishing such foreign service, that Government may determine the date on which the officer may be treated as reverting to British service.

Where the foreign service is under the control of the Government of India the officer shall be held to revert to Government service from the date on which his services are replaced at the service of the Local Government or Imperial Department to which he belongs.

756. The salary of an officer appointed to act in a sanctioned appointment in foreign service and the joining time and transit pay of an officer proceeding to, or returning from, foreign service, are regulated in accordance with the rules in Part II of these Regulations.

757. An officer in foreign serv[illegible] ment under Government draws [illegible] Government on which he has a lien [illegible] appointment in which he acts. His pay in foreign service is not taken into account in fixing his salary in a Government appointment.

758. When an officer is transferred to foreign service he draws salary from his foreign employer, and contribution is paid to Government, either by or for him, from the date on which he relinquishes charge of his appointment under Government. An officer reverting to duty under Government ceases to draw pay from the foreign employer, and contribution is discontinued from the date on which he resumes charge of his appointment under Government.

759. An officer lent on foreign service conditions to a Native State will not be allowed to retire voluntarily from the British service on pension while remaining in that of the Native State.

NOTE.—For the purpose of this Article, retirement may be assumed to be voluntary unless, under the rules in Parts IV and V of these Regulations, an officer (1) retires on medical certificate, or (2) is discharged on the abolition of his appointment in British service, or (3) is required to retire on attaining a certain age or on completing a certain period of service, or (4) in cases where he is not so required to retire compulsorily, retires on reaching the age of 55 years.

PART VII.—FOREIGN SERVICE AND SERVICE UNDER LOCAL FUNDS.

Chapter XXXIX.—General Definitions and Conditions.

750. Foreign Service is of three kinds, *viz.* :—

First.—When an officer of Government is allowed to take service under an employer who is not under the orders of Government and is allowed while in such service to maintain his claim to pension and leave in the same way as if he were still in the service of Government.

Examples.—Officers lent to Egypt, or to the Colonies, or to a Native State, or a Port Trust, or a Municipality, or a Railway Company.

Second.—When Government having obtained control over or having received in trust certain funds other than General Revenues, creates special appointments or special establishments at the cost of the said funds for the purpose of exercising such control or trust.

Examples.—Administrators of Native States, Managers of Courts of Wards Estates.

Third.—When additions are made to an existing service or an existing establishment to provide for work which has to be done under the supervision and control of the supervising and controlling officers of the service or establishment, the cost of the additions being charged to, or recovered from, the persons or bodies in whose interest the work is done.

Examples.—Political Agents appointed at the cost of the States concerned; Assistant Opium Agents in Native States and their establishments; establishments employed in Government offices for the control of local funds the members of which are appointed and controlled by Government, but the cost of which is recovered from the Foreign Services or Local Funds.

751. (*a*) Foreign Service of the first and second kinds qualifies for leave and pension or for pension only in the case of officers transferred by competent authority from qualifying service under Government with the privilege of retaining their title to leave or pension which in all but special cases is made subject to payment of contributions to Government in respect of the cost of such leave or pension.

(*b*) Foreign Service of the third kind qualifies for leave and pension in the same way as service in the rest of the department or establishment, of which the appointment forms a part; but arrangements are made for the recovery of the cost, as laid down in Chapter XLI.

752—*Cancelled.*

Chapter XL.—Foreign Service of the first and second kinds.

Section I.—Conditions of Foreign Service of the first kind.

Sanction to Transfer.

753. An officer may not be transferred to Foreign Service of the first kind unless the following conditions are complied with :—

(1) The service required of the officer transferred is such as should for-

Public reasons (and not merely in the interest of the officer concerned) be provided for by a servant of the Government of India.

(ii) The transfer is made by competent authority—

(*a*) In the case of transfer to Foreign Service in India the sanction of the Local Government under which the officer is serving is sufficient, provided his pay in Foreign Service does not exceed that specified in clause (iv) of this Article, and that, if transferred to a Native State, he is not allowed any further emoluments other than those specified in Rule III of Appendix No. 31.

NOTE—[In the case of service in a Court of Wards the power of a Local Government under this clause may be exercised by—

(*a*) the [illegible]

(*b*) Commissioners of Divisions and Collectors of Districts, in respect of the transfer of non-gazetted subordinates to such appointments under the Court of Wards as can be filled up by them on their own authority]

(*b*) The sanction of the Government of India is required to all transfers to Foreign Service out of India and also in cases of transfer to Foreign Service in India which do not fall within the terms of clause (ii) (*a*) above.

(iii) The officer transferred either—

(*a*) has ten years' qualifying service (for pension) under Government:—

NOTE —[This condition may be relaxed by the Local Government in any case in which the transfer is for not more than one year It does not apply to the following officers :—

(i) Assistant Surgeons and Hospital Assistants—employed under Local Bodies, Railway Companies and other bodies to which their services may be lent by the Local Government.

(ii) Any Government officer appointed to service under the Court of Wards.

(iii) Officers of the Agricultural and Civil Veterinary Departments—employed under Local Bodies; or under Agricultural Associations or Societies such as those for the prevention of cruelty to animals.

(iv) Agricultural Assistants—deputed to Foreign Service in connection with agricultural experiment or demonstration]

(*b*) or belongs to one of the following services:—The Indian Civi Service; the Army; the "Commission" of any Non-Regulation Province; [illegible], the Superior Service of the [illegible] ay Revenue and Account B[illegible] orest Department; the graded Educational Service; the Indian Educational Service; the Royal Indian Marine.

(iv) The pay admissible shall ordinarily be determined by the following rules, but the Local Government may (subject in the case of transfers to Native States to the rules laid down in Appendix No. 31) sanction convey-

ance and local allowances in addition thereto, and also travelling allowance under the ordinary rules of the Civil Service Regulations or under the local rules of the foreign employer if those are not more favourable :—

(*a*) If an officer is transferred to a post the duties of which are similar to those of the appointment which he held at the time of his transfer, his pay,

(1) if he belongs to a graded service, shall not exceed that of the grade to which he would next rise if he remained in British service;

(2) if he does not belong to a graded service, shall not exceed by more than 25 per cent. his pay in British service.

NOTE.—[If at the time of transfer an officer is receiving acting allowance for officiating in an appointment from which it is unlikely that he will revert, his initial pay in Foreign Service may be calculated with reference to his salary at the time of transfer.]

(*b*) If an officer is transferred to a post the duties of which entail unusual responsibility and require special capacity, or to a post belonging to a branch of the public service different from that in which he was previously serving, his pay, whether he belongs to a graded service or not, shall not exceed the pay ordinarily allowed for similar duties in British service.

(*c*) Increases of pay are regulated as follows :—

(1) When an officer, whose pay was originally fixed under Clause (*a*) (1), would have been promoted in the British service, to a higher grade, he may be permitted to draw the pay of the grade next above that to which he would have been so promoted with effect from the date of such promotion.

(2) In all other cases no increase of pay above the amount sanctioned at the time of transfer will be granted to any officer until he has served for three years in Foreign Service. After that period and subsequently at intervals of not less than three years increments not exceeding 20 per cent. of the original pay in Foreign Service may be allowed on *the intimation of the foreign employer*, if, in the opinion of the Local Government or the Government of India, as the case may be, the increase is justified both with reference to the qualifications of the officer and the nature of his duties.

(*d*) The officiating allowance of an officer appointed to officiate during the absence of a permanent incumbent of a sanctioned appointment in Foreign Service, shall be regulated in accordance with the rules in Part II.

(v) The officer transferred shall remain, while on Foreign Service, subject to the general and disciplinary rules which apply to officers on active Government service.

PART VII.

...to Foreign...

No. 81.

Page 208. Article 754.

Substitute the following for the first five lines of this Article :

754. Whatever may be the actual pay and allowances drawn by an offic in Foreign Service fr... the purpose of calcul ing the pension and ... payable to him by Go ernment, and of req... cost of such pensi and leave allowances, shall be assumed to be as follows :—

(A) If the officer is on a time scale of pay, the pay which he would ha drawn from time to time had he remained in British Service.

(B) For officers who are not on a time scale of pay :—

(5th Edition, No. 81, dated 3 1-11)

arrival in India, or date of appointment ... was appointed in India	400	350
(ii) For each subsequent year of service . . .	100	50
Up to a maximum of	2,500	Twice the maximum Furlough allowance admissible to the officer concerned. (1)

Example (1) —[If the official rate of exchange for the year is 16 pence per rupee, the maximum on which a contribution is required would, in a case in which the maximum furlough allowance is £250 a quarter, be Rs. 2,500 a month, and in one in which it is £120 a quarter, Rs. 1,200 a month.

Exception.—In the case of an officer promoted from a subordinate grade to any of the special services who was lent to Foreign Service after the 30th August 1905, assumed pay shall be taken as the pay he would draw from time to time on the Government list of the special service.

NOTE 1.—[Percentage deductions (*e g.*, for Civil Fund in the case of a member of the Indian Civil Service) will be calculated upon the "assumed salary".]

NOTE 2.—[In the case of Royal Engineer officers, the date to be taken for purposes of calculating assumed pay under this Article as the date of arrival in India, will be the date following the completi n of two years from date of first commission In making the calculation, servi e, both at h me and abroad, is to be taken into account.]

(*b*) *If the officer is not a member of any of the above services, then*—

(i) If he belongs to a graded service, his name will be retained on it (as seconded), substantive promotion from grade to grade being given to him in due course, and his assumed pay will be that of the grade in which from time to time he is.

NOTE. ... [illegible]

(ii) If he does not belong to a graded service, the assumed pay will be that which he last drew in Government service. If, while

760. When any officer lent on foreign service conditions retires from British service (*see* Article 759) without, at the same time, retiring from the service of his foreign employer, the audit officer shall communicate to the foreign employer through the usual authorities a statement showing the date of retirement and the amount of pension drawn from the British Government with a view of enabling the foreign employer, if so inclined, to revise the existing terms of employment.

761. (*a*) An officer who during leave desires to take up employment in India must obtain the previous sanction of competent authority thereto. If the post is one which should in the opinion of such authority be filled by a servant of Government he must be transferred in accordance with the rules of this Chapter.

(*b*) An officer who during leave out of India desires to enter foreign service out of India must obtain the previous sanction of the Secretary of State who will decide whether the officer shall be transferred to foreign service, and, if so, will prescribe the terms of salary and contribution.

(*c*) From the date on which an officer enters foreign service he ceases to be on leave and to draw leave allowances from Government.

NOTE 1.—The authority referred to in clause (*a*) of this article is, in the case of a non-gazetted officer, the officer empowered to appoint such officer, and in the case of gazetted officers the Local Government.

NOTE 2.—If it be decided to allow the officer to take up employment without entering foreign service he shall be permitted to draw his furlough allowances in addition to any emoluments paid to him by the employer.

Sanction to transfer to, and pay in, foreign service.

762. Transfer to foreign service is not permissible :—

(*i*) unless the transfer is in the public interest, that is, the service is such as should, for public reasons, be rendered by a servant of Government;

(*ii*) unless the officer holds, when his transfer is effected, an appointment in qualifying service on an establishment paid from General Revenues.

NOTE.—Service under a landholder who retains the management of his own estate, or under such a body as the Society for Prevention of Cruelty to Animals, or under societies for the encouragement of agricultural or veterinary development, has at times been sanctioned on foreign service conditions. Service of this character, however, is properly private employment; the loan of a Government officer for such purposes should be wholly exceptional and should not be allowed unless in the opinion of the Local Government a public advantage is secured which would otherwise be unattainable.

763. Transfers and appointments may be sanctioned by the Local Government under which the officer is serving, provided (*a*) the transfer is to [illegible] service in India, (*b*) the officer's pay in foreign service does not exceed [illegible] (Article 20 B), and in [illegible] s rendered five years'

Indian Army leave rules and Rs. 2,000 a month in the case of any other officer subject to the rules in Chapter XIII; provided that except in the case of members of the Indian Civil Service, Military officers, any other officers whose pensions are fixed in sterling, and officers who may become eligible for a special additional pension under Articles 475, 642 and 613, assumed pay shall not exceed Rs. 1,500 a month.

Exception.—In the case of an officer promoted from a subordinate grade to service which [illegible]

[illegible] completion of two years from date of first commission. In making the calculation, service, both at home and abroad, is to be taken into account

768. In the case of officers other than those mentioned in Article 763 (*i*) assumed pay is either the pay last drawn in Government service, or, if the officer belongs to a graded service, or is on a progressive or time-scale of pay that to which he has attained or been promoted in accordance with the rule in Article 752, up to a maximum of Rs. 1,250 a month.

769. In the case of an officer *in foreign service of the second kind* contributions for leave allowance and pension are levied on actual sanctioned salary, subject to the maxima prescribed in the case of assumed pay in Articles 767 and 768. In return for these contributions the Government accepts the charge for the officer's leave allowances of all kinds and for his pension calculated on sanctioned salary.

770. Contribution is levied at the following rates:—

	For pension and leave allowance.	For pension only.
(*a*) In the case of officers of the classes mentioned in Article 763 (*i*)	$\frac{5}{16}$	$\frac{1}{6}$
(*b*) In the case of other gazetted and non-gazetted officers	$\frac{1}{4}$	$\frac{1}{8}$
(*c*) In the case of inferior servants		$\frac{1}{16}$*

NOTE 1.—In the case of a member of the Indian Civil Service contribution includes the 4 per cent. annuity deduction required by Article 556 (*a*) and his salary in foreign service is [illegible] ie leave allow- [illegible] twenty-fourth [illegible] second kind, to [illegible] er of the Indian [illegible] cent annuity [illegible]

NOTE 2.—Percentage deductions (*e g*, Civil Fund in the case of a member of the Indian Civil Service) are calculated upon "assumed pay" in foreign service of the first kind and upon actual sanctioned salary in foreign service of the second kind

NOTE 3.—In the case of a Military officer the contribution covers the liability of Indian Revenues for temporary half-pay or half-pay pension when an officer loses his health during foreign service out of India before becoming entitled to ordinary so-called full pay pension.

NOTE 4.—The Chairman and Deputy Chairman of the Bombay Port Trust and the Chairman, City of Bombay Improvement Trust, contribute for pension only at the rate of $\frac{1}{4}$th of assumed pay, their leave allowances for such leave as has been earned in its service being paid by the Trust

*NOTE 5.—The Government of India pay no leave allowances to inferior servants transferred to foreign service

NOTE 6.—Contributions in respect of Indian troops, warrant and non-commissioned officers and men of the army departments, etc., lent for service out of India are regulated by separate orders.

he remains in Foreign Service, he is substantively promoted by the Local Government under which he was last employed to another appointment on higher pay, the assumed pay shall be the pay of such appointment

755. (a) From every officer transferred in the manner specified in Article 753 to Foreign Service in India, who does not wholly resign the service of the British Government, or who is not, for recorded special and public reasons, exempted from the operation of the rules in this section is levied as follows :—

No. 6.

Page 209. Article 755.

...ert the following as Note 4 under clause (a) (i) of this ...:—

4.—[The Chairman and the Deputy Chairman of the Bombay Port Trust contribute for ... at the rate of ... assumed pay, the leave allowances of these officers for such ... has been earned in the service being paid by the Trust.]

... Leave Rules, a higher ... allowance drawn by them.]

... though not yet eligible, may in the future become ... under Article 642, are not considered

No. ...

Page 209. ...

Substitute the following ... ticle as inserted by Correction Slip No. ... 10 :—

NOTE 4.—[The Chairman and ... of Bombay Improvement Trust ... leave allowances of these officers for such ... the Trusts.]

(... Edition, No. ..., dated ...)

... hth ... cer ... ur, ... ry ... 6, ... li- ... e- ...

empted, make ...

(c) An officer of a Local Fund ... kind cannot make any contribution under the ... though the Local Fund by which he is employed may contribute for a pension for him under these Regulations. Transfers to Foreign Service of the first kind can only be made from qualifying (British) service.

NOTE.—[As an exception to this clause, an officer paid from and rendering pensionable service under a Patwari Fund transferred to Foreign Service may make contributions to General Revenues, and count his Foreign Service for pension as if paid from General Revenues.]

PART VII.

756. (*a*) The rates of contribution prescribed in Article 755 apply to all officers transferred to Foreign Service after the 7th of January 1889. The rates previously in force continue to operate, in the case of officers transferred before that date, subject to the following conditions :—

(1) That in the case of officers of the Public Works or Railway Department transferred to the service of a Railway Company, on terms agreed upon between Government and the Company, their appointments under the Company remain unchanged. If their appointments are changed, or if they enter on fresh engagements even without returning to the service of Government, they become subject to the new rates of contribution. It will rest with the Government of India in the Railway Department to decide whether the appointments have been changed or not;

(2) That in the case of all officers transferred to Foreign Service, the former rates of contribution will operate only until the new rates are applied, in each case, under the orders of the Local Government by whom the officer was transferred. In all cases in which the new rates have not been so applied, and in which the officers' salary may not, under existing rules, be increased without the sanction of the British Government, such sanction will, in future, be subject to the condition that the increase shall not be liable to contribution, and shall not be reckoned for any purpose of leave allowance or pension.

(*b*) Previous to the 7th of January 1889, the rates of contribution were determined by the following rules :—

From every officer transferred to Foreign Service who does not wholly resign the service of the British Government, or who is not, for recorded special and public reasons, exempted from the operation of this rule, a contribution is levied as follows :—

(A) In the case of a member of the Indian Civil Service—at the rate of 16⅔ per cent. (one-sixth) on the gross salary which he receives from his foreign employers.

(B) In the case of any other officer—at the rate of [illegible] per cent. (one-seventh) on the gross [illegible]

Foreign Service out of India.

757. (*a*) Officers transferred to Foreign Service out of India contribute for pension only. Such contributions are regulated by the provisions of Articles 754 and 755. The rate leviable in the case of officers of the special services mentioned in Article 753 (iii)(*b*) is one-sixth of their assumed pay, which represents the proportionate share on account of pension only of the one-fourth prescribed in Article 755 (*a*) (i) for both leave and pension.

(*b*) Foreign Service out of India does not count as service for leave under Indian rules; and the lent officers will be subject to the rules as to leave and leave allowances laid down by their foreign employers; or to such arrangements as may be made on their behalf by the Government of India, or by the Secretary of State in Council. They should make themselves

771. In addition to the contribution prescribed in these rules subscribers to the following pension funds pay to Government an additional premium of ¼th or ⅙th of the premium paid to the Fund :—

(i) Bengal Uncovenanted Service Family Pension Fund ...one-fourth.

(ii) Bombay Uncovenanted Service Family Pension Fund—

(1) Subscribers who joined the fund on or before 12th November 1900 ... ... one-fourth.

(2) Those who joined after that date .. .. one-sixth.

(iii) Bengal and Madras Service Family Pension Fund .one-sixth.

NOTE 1—In the case of an officer who contributes for leave the extra premium is not payable during leave

NOTE 2—Subscribers to the Uncovenanted Service Family Pension Funds transferred to service under a local fund which qualifies for pension payable from the local fund, must, while employed under the local fund pay the additional premium prescribed in this articles.

NOTE 3.—The premium when due from subscribers to the Bengal Fund, is collected by the [illegible]

the Accountant-General, Bombay.

Remission of, and exemption from, contribution.

772. (a) The Local Government may remit contribution for any period for which an officer on foreign service is temporarily employed under Government, on duties additional to or distinct from his duties on foreign service.

(b) The following classes of officers are exempted from the payment of contribution under the above rules, and their pensions [and, in cases (ii) to (v) leave allowances] are calculated according to the rules applicable to Government servants :—

(i) Officers lent to His Majesty's Government or to British Colonies, Protectorates, etc

(ii) Subordinates in the Revenue Survey temporarily lent to Municipalities for duty which, though paid for by them, also promotes Imperial interests.

(iii) [illegible]

ordinary rules.

(iv) Officers of the Royal Indian Marine lent to Port Trusts

(v) Any other officer or class of officer who by the specific orders of the Government of India, has been exempted from the payment of contribution.

Procedure for payment of contribution.

773 A copy of the orders sanctioning an officer's transfer to foreign service must always be communicated to the Account Officer (referred to in Article 774) by the authority by whom the transfer is sanctioned. The officer [illegible]

other information which that officer may require.

774 (*a*) In the case of foreign service out of India, the "Account Officer" is the Comptroller, India Treasuries.

(*b*) In the case of foreign service in India—

(1) if salary in foreign service is paid from a Government treasury, and is subject to audit by an audit officer of Government, the Account Officer is such audit officer;

(2) otherwise, the Account Officer is the Accountant-General of the Province in which the Municipality, Port Trust or other body concerned is situated, or in the case of service under a Native State, the Accountant-General of the Government under whose administration the State is.

775. Ordinarily, contribution is payable directly to Government by the transferred officer himself. Government does not enter into arrangement with foreign employers or make direct demands upon them. Exceptions to this rule are:—

(*a*) Cases in which officers are lent to His Majesty's Government or to British Colonies, Protectorates, etc., and in which the contribution is payable by the borrowing Government [see Article 772 (*b*) (*b*)];

(*b*) Cases in which salary is payable at a Government treasury under the orders of the Accountant-General, and contribution is deducted from salary;

(*c*) Cases of members of clerical establishments in foreign service of the second kind, in which responsibility for payment of contributions and compliance with the rules rests with the officer who controls the fund or administers the trust;

(*d*) Cases in which, by special order or arrangement, contribution is recovered collectively on account of several officers employed under one foreign employer through an agent or officer who represents the employer.

776. Not later than 15 days after the end of each quarter for which salary in foreign service is earned, the officer must remit, in such manner as may be arranged with the Account Officer, the contribution payable by him for the quarter

In any case in which contribution falls into arrear, the Account Officer should bring the fact to the officer's notice and claim interest at the rate of 4 pies a day per 100 rupees upon the amount due, from the date of expiry of the 15 days to the date on which contribution is paid up.

If any amount due, including interest, is not paid within 12 months of its accrual, the Account Officer should intimate to the officer the amount due up to date and inform him that in consequence of the default he has forfeited his claim to pension or pension and leave allowance, as the case may be. In order to revive his claim the officer must at once pay the amount due and represent his case to the Local Government who will deal finally with it.

Rules regarding leave, and the grant of leave.

777. An officer holding an appointment in foreign service [illegible] not take leave or obtain leave allowance from Government [illegible] quit duty and proceeds on leave.

acquainted with such rules or arrangements in regard to leave before accepting foreign employment.

NOTE 1.—[Members of the Indian Civil Service on Foreign Service out of India must continue to pay annuity deductions on their assumed pay, as prescribed in Note 1, Article 779.]

NOTE 2.—[In the case of a Military officer, the contribution covers the liability of Indian Revenues for temporary half-pay, or half pay pension in any case of an officer losing his health during Foreign Service out of India before becoming entitled to ordinary so-called full pay pension.]

NOTE 3.—[See note under Article 772 (c).]

Foreign Service during Leave.

757A. An officer on furlough is not permitted to accept employment in Foreign Service except with the previous sanction of the Secretary of State or the Government of India according as his furlough is taken out of or in India

758. (*a*) An officer lent for other than Imperial purposes either to His Majesty's Government in England, or to a British Colony or to a Foreign State or Municipality, makes a contribution to the Indian Exchequer in accordance with the rules in this Chapter.

[illegible]

(*b*) But if an officer, while absent on Furlough, is permitted to take em- [illegible]

from Indian revenues in addition to any allowance which may be assigned to him for the employment; in this case the contribution is not required for the period of the officer's employment as above, but will be payable from the date of the expiry of the Furlough should the officer continue in it. Service under His Majesty's Government in England or under any Colonial or Foreign Government outside of India will in this case be held to begin from the date of the expiry of the Furlough.

NOTE.—[The sanction of the Government of India is required to the transfer of an officer to any service of the description mentioned in this Article.]

759. No officer employed as above on any duty unconnected with India shall, except as provided in Articles 758 and 760, receive any allowances from Indian revenues while so employed.

760. If an officer is, when transferred, entitled to Privilege leave and obtains it with the avowed intention [illegible] Egyptian Government, he may draw his [illegible] Indian revenues in addition to any allowance [illegible] without being required during the period of leave to contribute for pension in respect of employment in Egypt. The right to receive Privilege leave allowance is, however, contingent on his return to duty under the Indian Government on the expiry of the leave: if, therefore, he continues in the service of the Egyptian Government after the end of seven days from the date of

expiry of his leave, the leave will be considered as cancelled, and the officer's Foreign Service will be held to have begun on the date from which he availed himself of his Privilege leave.

Temporary Transfers.

761. (*a*) No contribution is levied from an officer transferred to Foreign Service in India for a special temporary duty not lasting more than six months: Provided that exemption can only be claimed under this Article if it is specially provided for from the beginning as part of the terms of the arrangement under which the transfer is made.

NOTE.—[In determining whether contributions are payable or not, the point to be considered is the duration of the appointment or duty to which the officer is transferred, and not the duration of the particular officer's employment in the appointment or on the special duty.]

(*b*) In these cases the rule in Article 753 (iii) as to ten years' qualifying service need not be applied, and the officer cannot, for the purposes of leave allowance and pension, count for the time passed in such service higher salary than he had when he was transferred to it.

1 In arranging for the transfer of an officer's services under this Article it should always be stipulated that, in the event of the transfer exceeding the limit of six months, the prescribed contribution must be paid for the whole period of transfer.

NOTE.—[The Local Government may, by a general or special order, delegate its powers to sanction transfers for temporary duty, not lasting more than six months, to any officer not below the rank of Political Agent.]

762. The Local Government may remit the contribution for any period during which an officer on Foreign Service is temporarily employed under the British Government on duties additional to, or distinct from, his duties on Foreign Service.

Exemptions from Contribution.

763. The following officers are exempted from contribution under the above rules, and their leave allowances and pensions are calculated according to the rules applied to Government service:—

(*a*) Subordinates in the Revenue Survey, temporarily lent to Municipalities for duty, which, though paid for by them, also promotes Imperial interests.

(*b*) The Chairman and Deputy Chairman of the Corporation of Calcutta.
The President of the Municipal Corporation of Madras.
The Municipal Commissioner for the City of Bombay.
The President of the Rangoon Municipality.
The Chairman of the Cawnpore Municipality.
The Chairman of the Allahabad Municipality.

NOTE.—[The exemption of these officers from the operation of the rules in this Chapter does not, in the case of members of the Indian Civil Service, relieve them of the liability imposed under Article 556 (*b*).]

(*c*) Officers lent to the Nair Brigade of the Travancore State. The Travancore State pays a portion of the Furlough allowances of officers attached to the Brigade.

(*d*) Officers lent to the Travancore State to fill the office of Durbar Physician or any offices held by officers of the British Government on the 29th January 1873.

(*e*) Medical officers lent to charitable dispensaries or hospitals in British India.

NOTE.—[This exception does not apply in any Province in which the changes in the conditions of service of Assistant Surgeons authorised by the Resolution of the Home Depart-

778. An officer on foreign service in India may not be granted leave otherwise than in accordance with the rules of the Government service to which he [illegible] shall on [illegible] muted to [illegible] him to refund any allowances in excess of the amount admissible. The officer himself is personally responsible for the observance of the rule contained in this Article; by accepting leave to which he is not entitled under the rules he renders himself liable to refund allowances irregularly drawn, and in the event of his refusing to refund, to forfeit his previous service under Government, and to cease to have any claim on Government in respect of either pension or leave allowances.

779. An officer in foreign service *of the first kind* in India draws leave allowances calculated on assumed pay, save that in the case of privilege leave he is entitled to his actual pay in foreign service, the difference between such pay and assumed pay being paid by the foreign employer. In the case of foreign service *of the second kind* all leave allowances are calculated on actual sanctioned salary and paid in full by Government.

780. (*a*) Privilege leave which is certified by the Account Officer (Article 774) to be admissible may, when taken by itself, be granted to an officer in foreign service in India by his employer.

(*b*) Leave other than privilege leave taken by itself, may, in cases where the transfer has been sanctioned by the Government of India or a Local Government, be granted to an officer in foreign service in India by the Local Government under whom he was serving before his transfer; in other cases it may be granted by the authority who sanctioned the transfer.

(*c*) An officer who [illegible] tions for leave, other th[illegible] the Account Officer, t[illegible] sanction the leave.

781. To an officer who is in foreign service out of India leave in respect of his foreign service may, unless special arrangements as to leave have been made on his behalf by the Government of India or the Secretary of State, be granted by his employer on such conditions as to leave and absentee allowances as the employer may determine. The officer should make himself acquainted with the rules or arrangements which are to regulate his leave before accepting foreign employment, and the Account Officer will be responsible for obtaining from him at the time of transfer a declaration showing that he has read and understood this rule. Time spent by the officer in foreign service out of India, though not constituting an interruption of service for leave under the Civil Service Regulations, does not count for such leave. Leave earned in respect of service under Government before transfer cannot ordinarily be granted to such an officer so long as he continues to be on foreign service.

ment, No. 1141-1150, of August 22, 1898, have been brought into operation. In those Provinces the payments made by Local Bodies for the services of Assistant Surgeons lent to hospitals and dispensaries must include contributions under the ordinary rules.]

(*f*) Deputy Superintendent of Vaccination, Calcutta, who is paid from Municipal Funds; also, except in Bombay, the following officers of the Vaccination Department.—

(1) Inspectors and Native Superintendents; (2) Vaccinators who were before 27th November 1906 enrolled as officers of Government and are employed in Cantonments or under Municipalities, and Local Boards; and (3) all Vaccinators in Upper and Lower Burma other than those employed by Municipal and Town Committees.

(*g*) Officers of the Royal Indian Marine lent to Port Trusts. The pensions and leave allowances of these officers are (except in the case of Privilege leave) borne wholly by Government.

(*h*) Assistant Opium Agents in Native States, and their establishments, who are paid by the Native States.

Section II.—Conditions of Foreign Service of the second kind.

764. Appointments to this class of Foreign Service require the sanction of the Local Government which controls the expenditure, and the transfer of officers from qualifying service is regulated by Article 753. If the service is paid from the revenues of a Native State, the sanction of the Government of India in the Foreign Department is required to the grant of allowances in excess of the amount admissible under clause (iv) of Article 753, but when an appointment of a permanent character has been sanctioned under proper authority, the separate sanction of the Government of India is not required in the case of each officer who may from time to time be appointed to it.

765. The service must be strictly connected with the management or control of the Government, and appointments existing apart from that management and control can be made only under the conditions of Foreign Service of the first kind. If it is necessary, after Government has relinquished control, to continue the services of the Government officer, he comes under the rules applicable to Foreign Service of the first kind.

this Chapter

Acting Appointments.

766. The salary of an officer appointed to act for an officer on Foreign Service of the second kind is calculated according to the rules in Part II.

Example.—*A B*, an officer subject to the European Service Leave Rules, receiving a pay of Rs 500 from the British Government, officiates in an appointment in Foreign Service, the pay of which is Rs. 1,000 *A B*'s salary is—

	Rs.
Pay	500
Acting allowance (⅓ 1,000—500)	333⅓
Salary	833⅓

The charge to the Foreign Service would be Rs. 833⅓ + ¼ of Rs. 833⅓ or Rs. 1,041⅔.

Part VII.

Contribution required.

767. Whenever an officer is transferred by competent authority from qualifying service to Foreign Service of the second kind, arrangements should be made not only to pay him the sanctioned salary of the office, but also to recover from the funds of the Foreign Service, or Trust, the prescribed contribution for his pension and leave allowances.

768. For every officer transferred in the manner specified in Article 764, who is not, for recorded special and public reasons, exempted wholly or in part from the operation of the rules in this Chapter, contribution should be levied as follows:—

(a) In the case of an officer subject to the European Service Leave Rules, one-fourth of his actual sanctioned salary.

(b) In the case of an officer subject to the Indian Service Leave Rules, one-fifth of his actual sanctioned salary if he is a gazetted officer, and one-sixth of his actual sanctioned salary if he is not gazetted.

That is, if the officer's sanctioned salary is Rs. 1,000, the foreign funds must pay him Rs. 1,250, or Rs 1,200, or Rs. 1,166⅔, as the case may be; he will retain Rs. 1,000, and pay the rest to Government as contribution:

Provided that, in the case of an officer whose pension is subject to the maximum of Rs. 5,000 a year, the contribution shall not be calculated on a higher salary than Rs. 1,500 a month in the case of officers subject to the European Service and Rs 1,250 a month in the case of those subject to the Indian Service Leave Rules.

This rule does not entitle an officer to include "acting allowances" in "emoluments" for the purpose of the calculation of pension.

NOTE 1.—[In the case of officers transferred to Foreign Service before the 1st September 1896 the maximum salaries on which contribution is calculated are Rs 1,250 and Rs. 1,000 respectively for officers subject to the European and the Indian Service Leave Rules.]

NOTE 2.—[For a member of the Indian Civil Service a sanctioned salary of Rs. 1,000 in Foreign Service is the equivalent of a sanctioned salary of Rs. 1,041⅔ in Government service; as the latter is subject to 4 per cent. deduction, while the former is not. The Civil Fund deductions will be calculated at a percentage on the Rs 1,000.]

Note 3.—[The provisions of Article 756 (a) apply to Foreign Service of the second kind.]

(c) From inferior servants the contribution required is one anna in the rupee for pension only: the Government of India pay no leave allowances to such servants.

769. No contribution is required from Political Officers employed in offices held by British officers in the Kolhapur State on the 18th August 1875.

Section III.—Rules for payment of Contributions.

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770. If the salary of an officer is paid under the orders of the Accountant-General at a British Government Treasury, the required contribution

is deducted at the time of payment. In all other cases the officer himself must pay the amount directly to the British Government in the manner prescribed in the following rules: the Government will not ordinarily enter into any direct arrangements with the foreign employers of its officers or make any direct demands upon them.

NOTE.—[The contributions of officers lent to Mysore and Kashmir are paid by the States through the Comptroller, Mysore, and Accountant-General, Punjab, and not by the officers themselves.]

Rules of Procedure.

771. An officer transferred to Foreign Service of the first or second kind and permitted by competent authority to retain claim to pension or absentee allowances must, immediately on receiving the order of transfer, furnish a copy thereof to the Audit Officer, and must apply for orders, to whom he is to account for the contribution required.

772. (a) If the salary of the officer in his new appointment is to be paid from a Government Treasury upon a bill subject to the audit of the Government Account Officer—it will be the said Account Officer.

(b) Otherwise—it will be the Accountant-General of the Province within which the Municipality, Port Trust, Local Fund or other body concerned, is situated; or, if the case is one of service under a Native State, the Accountant-General of the Government under whose administration the Native State is.

NOTE.—[In the case of officers transferred with the Rajputana-Malwa Railway to the Bombay, Baroda and Central India Railway Company, and of officers transferred with the Bellary-Kistna State Railway to the Southern Maratha Railway Company, the arrangement for payment of the required contributions forms part of the contract with the Company. The contributions are recovered by the Government Examiner of Accounts from the Company, and credited in the "India" Civil Accounts.]

(c) If the Foreign Service is outside India—it will be the Comptroller, India Treasuries.

NOTE.—[The contributions for pension from Military officers lent from India for Foreign Service out of India (see Article 757) will be realised by the Comptroller, India Treasuries, in the manner laid down in these Regulations.]

773. The officer transferred must, immediately he is relieved of his duty under the British Government, report to the Account Officer (Article 772), the time and date on which he made over charge, and furnish particulars regarding his salary in Foreign Service, and his postal address: he should also report the date on which he takes, and that on which he relinquishes, charge of his appointment in Foreign Service. Any change in these particulars, and any leave taken by him, should also be reported to the Account Officer; and he must furnish all information which may at any time be required from him by the Account Officer.

Date from and to which Contribution is payable.

774. (a) The salary of an officer on Foreign Service must be borne by the foreign body to whose service he is transferred, and his contribution

to Government must commence from the date on which he is relieved from his duty under the British Government.

(*b*) The salary to be paid by the foreign body and the contribution to Government will cease—

(i) In the case of an officer lent to a foreign employer in India, from the date on which he is relieved from his duty under the foreign body.

(ii) In the case of an officer lent to a foreign employer out of India, from the date on which he resumes charge of his appointment under the British Government.

[illegible]

(*c*) The amount of joining time and of net salary to be paid during joining time are regulated by the rules in Chapter IX.

Remittance required.

775. The officer must, not later than fifteen days after the end of the quarter for which salary in Foreign Service is earned, remit direct to the Account Officer (Article 772) the amount payable by him on account of contribution in respect of his salary for the quarter: the remittance to be advised in such form as the Account Officer may require. When the contribution falls into arrears, the Account Officer should forward to the officer a copy of Article 776 with a request for payment.

776. If the officer fails to make a remittance within the said period of fifteen days, or if the amount remitted is less than that properly payable, interest at the rate of 4 pies a day per 100 rupees will be levied upon the amount due from the date of expiry of the fifteen days until the date of receipt of the remittance by the Account Officer. If any amount due is not paid up, together with the interest for the time it has been overdue, within twelve months of its accrual, the Account Officer should inform the officer that in consequence of the default in payment his claim on the Government for pension and leave allowances has lapsed, and should intimate to him the amount due up to the date of the communication. If the officer desires to have his claim revived, he should pay the amount specified in the Account Officer's letter, and submit a representation to the Local Government who will deal finally with it.

777. In the case of members of clerical establishments transferred to Foreign Service of the second kind, the responsibility for payment of contributions and compliance with the rules rests with the officer entrusted by Government with the control of the Fund or administration of the Trust.

778. No officer has any right of property in contributions made by or for him, or any claim upon Government in respect to such contributions, except to receive such pension or absentee allowance as may become admissible to him in accordance with the rules of the service to which he belongs.

Section IV.—General Conditions of Service.

As to Leave and Pension.

779. (*a*) In return for the contributions prescribed in Article 755 (*a*) (i), the Government accepts the charge for the officer's pension, and also that for his absentee allowances [except on Privilege leave, when it pays only its share, according to the Rule of Proportions, calculated on the assumed pay referred to in Article 754 (*a*), and during which contribution calculated on the share of the leave allowances payable by the foreign body must be paid as if the officer were on duty], in the same manner and to the same extent as if he were in the regular service of Government, saving only that *the calculation of pension or absentee allowance is based upon the pay upon* which he contributes (see Article 754) and not upon the amount which he receives from his foreign employer.

[illegible] n Civil Service [illegible] provide for the [illegible] 960 (net), the [illegible] use the leave [illegible] nt payable will be only Rs. 480]

[illegible] who [illegible] Priv [illegible] The [illegible]

(*b*) In return for the contribution prescribed in Article 755 (*a*) (ii), the Government accepts the charge for the officer's pension, but not for his absentee allowances, of which it pays only its share according to the Rule of Proportions, calculated on assumed pay [Article 754 (*b*)].

780. In return for the contribution prescribed in clauses (*a*) and (*b*) of Article 768, the Government accepts the charge for the officer's pension and absentee allowances (except during Privilege leave when it pays only its share according to the Rule of Proportions and during which the contribution is paid as if the officer were on duty) in the same way as if he were in its own service.

781. An officer who contributes for pension only must, during Privilege leave, pay his contribution as if he were on duty, and if, after return to his British appointment, he takes Privilege leave, a portion of which is earned by Foreign Service, he will receive from the General Revenues the Government share of his leave allowance, according to the Rule of Proportions, and must pay to the General Revenues the contribution required by Article 755 (*a*) (ii) for that portion of his Privilege leave which was earned by his Foreign Service.

782. The pension and leave of an officer on Foreign Service, whether acting or permanent, are regulated by the rules which apply to officers of the

PART VII.

Government of India. And an officer may not get leave unless he actually

No. 27.

Page 218. Article 782 A.

Substitute the following for this Article :—

782 A. An officer lent on Foreign Service conditions to a Native State will not be allowed to retire voluntarily from the British service on pension while remaining in that of the Native State.

... shall be assumed to be voluntary unless an ... the ... ler ... cars

(5th Edition, No 27, dated 1-10 10)

the service of his foreign employer, the Audit Officer shall communicate to the foreign employer through the usual authorities a statement showing the date of retirement and the amount of pension drawn from the British Government with the view of enabling the foreign employer, if so inclined, to revise the existing terms of employment.

783. Subject to the regular rules, any saving arising from the absence of a permanent officer accrues to his employer, except when an officer is exempted from the payment of the contribution prescribed in Article 755 [*see Article 763, Exception (b)*], when the saving should be paid to the British Government.

Pensions from Native States and other Forei...

784. Except with the sanction of the Gov... belonging to the service of, or in receipt o... ernment, who is employed und... may accept a pension or gratuit...

Uncoven...

785. In addition to the co... bers to the following pension f... mium of ¼th or ⅙th of the pren...

(i) Bengal Uncovenante... ...e-fourth.

(ii) Bombay Uncovenan... ...d Fund :—

(1) Subscribers who ... on or before 12th November 19... . . . . . . one-fourth.

(2) Those who joined after that date . . . one-sixth.

(iii) Bengal and Madras Service Family Pension Fund . one-sixth.

NOTE 1.—[Subscribers to the Uncovenanted Service Family Pension Funds transferred to service under a local fund, which qualifies for pension payable from the local fund, must, while employed under the local fund, pay the additional premium prescribed in this Article.]

NOTE 2.—[The premium, when due from subscribers to the Bengal Fund, is collected by the Directors of the Fund and adjusted in communication with the Comptroller, India Treasuries.

Lien on Government Appointment.

786. Whenever an officer is transferred from qualifying service to Foreign Service, it must be arranged that he does not forfeit a lien upon or a right to return to a substantive office under the British Government. His *locum tenens* can hold the appointment only in subordination to such lien by the absentee, but, subject to this condition, the *locum tenens* may be appointed provisionally if the transfer is to duty of a permanent kind (Article 89) or substantively *pro tempore* if not

787. An officer so transferred is, when he returns to British service, entitled to resume the position in which he left it; and he cannot return to acting service under the British Government without reverting also to his substantive British office, the *locum tenens* of this office thereupon falling back upon acting allowances. If he holds a progressive appointment, his Foreign Service does not count towards increments; but such service may, with the sanction of the Local Government, be allowed to count, if the officer is doing the same kind of work as that of his Government appointment and is acquiring experience likely to make his services more valuable when he returns to it.

NOTE.—[The object of this Article is to secure to an officer the right to resume, on his return to British service, the position he held when he left it. A Local Government is not debarred from giving an officer any promotion to which his standing in the British service would have entitled him had he not been transferred to Foreign Service, but the officer has no claim to such promotion.]

788. No officer, while acting in any appointment under Government, or the pay of which is regulated by Government, is entitled to allowances on account of any foreign office. But there is no objection to his being permitted to retain a lien upon such an office or to the actual incumbent being appointed thereto, during his absence, substantively *pro tempore.*

Applications for Leave.

789. Privilege leave may be granted by the foreign employer if reported by the Account Officer concerned to be admissible under rule.

790. Applications for any other description of leave should be made through the foreign employer to the Local Government under which the officer was serving before transfer to Foreign Service.

PART VII.

...ty competent ... this Article ... not exceed ... omptly sent to the Audit Officer and to the authority who would have granted the leave had the officer continued in Government service.

791. Article 790 does not apply and no report need be called for from the Account Officer under Article 789 in cases in which the applicant contributes for pension only [*see Article 755* (*a*) (*ii*)], and no claim arises against the British Government for a share of the absentee allowance.

Section V.—Special Cases.

792. An officer of the Education Department, who is transferred by the Local Government in the public interest to a non-departmental College or School managed by a Board on which the Local Government is represented, or which is administered under a constitution and regulations approved, and of which the scale of superior appointments is sanctioned, by Government, may contribute for leave allowances and pension under these Regulations.

793. Officers employed in the Rajkumar College, Kathiawar, are allowed to contribute under these Regulations, and those of them who avail themselves of this concession count service from the date on which they begin to pay the prescribed contribution. The pension and leave allowance due to officers in respect of their service in the College before the date on which they ... to the source from which they ... on account of servi... according t...

Chapter XLI—...

No. 96.

Page 220. Article 794.

Insert the following as a Note to this Article:—

NOTE.—[The Local Government may issue orders on all points connected with the travellin[g] allowances of such officers without reference to the Government of India.

(5th Edition, No. 96, dated 1.2.11.)

...ing ... be recovered ... month. It should be

... cost of the service; and

... amounts required according to Article 768 to provide for pensions and leave allowances; these amounts being calculated on the sanctioned rates of pay of the members of the establishment.

The amount to be recovered will not be altered, because of the grant of Privilege leave to any member of the establishment, unless additional expense is caused by the appointment of an officiating officer; if additional

expense is so caused, the amount of it should be recovered in addition to the amount fixed as above, but without any provision for leave and pension contribution under (2).

If in any period the expenditure incurred, or to be incurred, should be considerably less than the sanctioned cost, the Local Government may reduce the amount of the recovery, the reduction being roughly proportionate to the difference.

The omission of item (2) from the amount of the recovery will require the same special sanction as is required for the remission of contributions under Article 768.

NOTE 1.—[When a Political Agency is established at the charge of a Native State, the State must pay to the British Government, in respect of the pension and absentee allowances of every member of the establishment, whether gazetted or not, the contribution prescribed in Article 768.]

NOTE 2.—[The undermentioned officers are exempted from the payment of contribution under this Article:—

(a) The Superintendent of Vaccination, Karachi, and the clerk in his office, the Assistant Superintendent of [illegible] Presidency Vaccination [illegible]

(b) Native Super [illegible] dency enrolled as officers of [illegible] ilitary Cantonments, or under Municipalities, or paid from Local Funds.]

Chapter XLII.—Service under Local Funds.

Section I.—Pensions.

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796. Apart from any special provisions made under the following rules service paid for from a Local Fund does not qualify for pension.

797. In the case of the Local Funds which up to 1st April 1908 were treated as Incorporated, the Local Government may, subject to any provisions of law applicable to the case, allow the Trustees, Committee, or Managers to treat the service as qualifying, and may itself do so in the case of funds under its own direct administration.

798. The same procedure should be observed in the calculation, grant and payment of pensions for service treated as qualifying under Article 797, as is prescribed for pensions payable from General Revenues, but the pensions must be paid from and charged against the Local Fund.

NOTE.—[See the notes under Article 807.]

799. When part of the pensionable service of an officer qualifies for pension from the General Revenues and part from the Local Funds which up to 1st April 1908 were treated as Incorporated, his pension is paid and charged according to the Rule of Proportions: it is not admissible to disregard the pensionable Local Fund service, and award a pension only for the service paid from General Revenues: Provided that if, under this rule, less than one-fourth of the pension would be payable from either source, no distribution shall be made; in such case the other source shall bear the whole charge.

PART VII.

800. In the case of other Local Funds, the rule that service does not qualify does not prohibit the grant and payment of pensions in conformity with the general terms of the pension rules by the authorised administrators of the Funds. But Government is in no way responsible for the sanction or continuance of such pensions, and no standing order for their payment may be issued to, or received by, any Government Treasury, and the procedure rules in Part X do not apply to them.

NOTE.—[The restrictions as to the payment of such pensions do not apply to pensions chargeable to the Calcutta Fire Brigade Fund.]

801. Service in the following establishments paid from Local Funds is treated as qualifying, provided that pension for service under the Fund is paid from the Fund, the Rule of Proportions being applied in the case of service paid partly from the Fund and partly from other sources :—

(i) Establishments paid from Port Funds managed by Government.

NOTE.—[The rule regarding officers of the Royal Indian Marine lent to Port Trusts is given in Article 763 (*g*).]

(ii) Members of the establishment of the Fire Brigade, Calcutta, whose pay at date of discharge exceeds Rs. 20 a month.

NOTE.—[The pension of a member of the Fire Brigade who was enlisted on or after 27th December 1905 and whose pay at date of discharge does not exceed Rs 20, is [illegible] re Brigade Fund or from the [illegible] to the Rule of Proportions as [illegible] pension of a member of the Fire [illegible] nd subscribed to Police Super- [illegible] s not exceed Rs. 20 is, on his [illegible] paid from General Revenues, [illegible] exceeding Rs 20.]

[illegible] Funds should ordinarily [illegible] lication of the Rule of [illegible] those mentioned in this [illegible] Government who before [illegible] on is not of a merely [illegible] and that the pension [illegible]

Pensions from the General Revenues.

802. The administrators of a Local Fund which banks with a Government Treasury may, with the permission of the Local Government, make a permanent arrangement for contributing for pensions from the General Revenues for its permanent employés, or for any specified classes of them, by paying to Government a contribution of one-ninth of the sanctioned salaries of the several appointments : provided that the bills on which the establishment charges are drawn from the treasury are subject to the audit of the Accountant-General under the rules prescribed for the audit of Government establishment charges, and that the contribution is added to the establishment bill and paid from the Local Fund by transfer credit to the General Revenues

at the time the establishment bill is cashed. Arrear contributions in respect either of individual officers or classes of officers proposed with a view to render past service qualifying cannot be accepted.

[illegible]

(1) An annual list of the Establishment of teachers in Civil Account Form No 3 with accompaniment in Form No. 4.

(2) Health certificates of all new employés.

(3) Last-pay certificates of all teachers transferred from other schools.

2. (a) Teachers employed in schools maintained from Local or Municipal Funds in Bombay—

(i) who were appointed to Local (not Municipal) Fund service before the 26th June 1882, and on whose behalf contributions were made from Local Funds to the Local Fund Pension Fund: or

(ii) who were appointed or transferred from Government Service after the 26th June 1882 (the date the Local Fund Pension Fund was closed to new entrants) and before the 7th January 1889, the date of the new Foreign Service rules, and on whose behalf contributions were specially permitted by the Local

[illegible]

(b) Also teachers, fulfilling either of the conditions (i) and (ii) above, who are transferred under orders of the Local Government and in the interests of the public service, and not for private reasons, between Local Fund and Municipal schools, continue to render service pensionable from the General Revenues Provided that contributions are paid in all cases under the rules in this Chapter.

(c) In case (i) any pension granted is charged to the Local Fund Pension Fund and to the General Revenues according to the Rule of Proportions

NOTE —[Under the rules in force prior to January 1889, an officer paid from a Local Fund was allowed on first appointment with the permission of the Local Government, and upon production of the health certificate prescribed in Article 49, to subscribe for a pension from

[illegible]

803. An officer who is in qualifying service under Government may be transferred by the Local Government to service under a Local Fund under the same limitations and conditions as are applicable to transfers to Foreign Service. If the establishments are fixed and controlled by Government in the same way as Government establishments, the limitations and conditions are those applicable to Foreign Service of the second kind, otherwise they are those of Foreign Service of the first kind.

804. Teachers and other members of the pensionable establishments of Government Schools, who are transferred with the schools to which they belong to service under Local Boards, continue to render service qualifying for pension from the General Revenues, and are entitled to the concession even though they may be moved from the school with which they are transferred to another school which was formerly under Government management.

Teachers appointed to schools transferred to the management of Local Boards are entitled to pension from the General Revenues if the Local Government makes a part of its contribution to the school in the form of free pensions.

805. If an officer, whose service is reckoned as pensionable under the provisions of Article 802, is transferred to the similarly pensionable establishment of another Local Fund, the transfer will not interrupt the continuity of service for pension. Transfers may also be made between such service under Local Funds and service in Government establishments.

806. Article 786 does not apply to an officer transferred to service under a Local Fund under the conditions and limitations of Foreign Service of the second kind otherwise than as a merely temporary arrangement; but it does refer to transfers to service under a Local Fund under the conditions and limitations of Foreign Service of the first kind.

Post Office Annuities.

807. With the permission of the Government, the Trustees, Committee or Managers of any Local Fund may purchase from the Post Office a pension or annuity for any of their servants for whom such pension or annuity is not otherwise admissible: Provided that such pension shall not exceed the amount which the servant might have obtained if his service had been paid from the General Revenues.

NOTE 1. [illegible] Government and partly by a Local [illegible] ed value (calculated according to [illegible] on into the Government Treasury [illegible]

NOTE 2.—[A District Board or Municipality may, with the previous sanction of the Commissioner of the Division (in Madras of the Local Government), grant a gratuity, as such, to any of its servants in lieu of the annuity purchaseable under this Article, if the gratuity proposed is not large enough to purchase an annuity of Rs 2 a month or more].

Local Fund Pension Funds.

808. The Government does not guarantee the solvency of Funds formed by the subscriptions of Local Fund officers, and established to provide pensions for the subscribers thereto.

Exceptional Cases.

809. In the following cases, service paid from Local Funds qualifies :—

(a) Service paid from the Cotton Frauds Improvement Fund which qualified for pension payable from that Fund prior to its exhaustion.

(b) Second writers and daroghas on Jail establishments in the Bombay Presidency formerly paid from a Jail Labour Fund.

(c) Muharirs attached to the Court of any Honorary Magistrate in the Central Provinces, and paid from Municipal Funds.

(d) Officers in the United Provinces transferred in connection with the introduction of the Local Self-Government scheme before the 1st April 1885 to service under Local Committees constituted under Acts III and IV of 1878.

(e) Officers in Assam transferred after the 10th May 1882, and before the 12th May 1884, to service under Local or District Committees constituted by the Assam Local Rates Regulation (1879).

(f) Officers in the Punjab transferred before the 1st July 1886 to service under District Boards constituted under Act XX of 1883.

(g) Service paid from the "Quetta Revenue Fund" before the 1st April 1883, from which date the charges previously paid from the Fund became charges on the General Revenues.

Section II.—Leave, Acting and Travelling Allowance Rules.

810. Service under the Local Funds which up to 1st April 1908 were treated as Incorporated may qualify for leave under Part III; but the allowances given during such leave must be disbursed from the Local Funds and General Revenues according to the Rule of Proportions: Provided that, if less than one-fourth of the said allowances would be payable from either source, the whole of the allowances shall be charged to the other source.

811. Except in the case of employés of Local Funds which under legal enactment, or under rules framed under such enactment, have special rules regulating all or any of such matters, no leave, or allowances during leave, or acting allowances to an officer paid from a Local Fund, or from any other *sources under the control of a Government officer, shall, without the express* sanction of the Local Government, exceed what would be admissible under the rules which apply to an officer paid from General Revenues.

812. The salary of an officer whose substantive office is paid from a Local Fund appointed to act in an office paid from the General Revenues is calculated as it would be if his substantive office also were paid from the General Revenues.

813. Applications for leave are ordinarily made to the Managers of the Local Fund concerned, but when the officer contributes for pension and leave or pension only, Articles 789 to 791 should be complied with.

814. The travelling allowance rules in Part XI do not apply to officers paid from a Local Fund or from any sources other than General Revenues under the control of any Government officer; but the travelling allowance paid to such officers shall not, without the express sanction of the Local Government, exceed what would be admissible to similar officers under Part XI

PART VIII.—RECORD OF SERVICE

GENERAL ARRANGEMENT.

PART VIII.—RECORD OF SERVICE.

Chapter XLIII.—Record of Service.

No. 258.

Article 815. Page 229.

Delete the words "Public works or of the" and "Public works or" in the first and second lines of Note 2 under this Article.

(5th Edition, No 1258, dated 1-4-12.)

... Chaplains of the Bengal establishment, and by the Accountants-General of Bombay and Madras for those of the Bombay and Madras establishments.

(c) When a Chaplain of the Church of Scotland is posted to or relieved from the charge of a regiment, the Military Department should inform the Accountant-General concerned.

1. When a gazetted officer is transferred to Foreign Service, a copy of his Service Register will be sent by the Audit Officer whose duty it was to keep it, to the Accountant-General who will account for the contribution and the latter will return the register (or an extract from it), duly written up to date, when the officer is re-transferred to British Service.

2. Examiners of Public Works or of the Railway Accounts will keep the Service Registers and Service Books, of officers and subordinates of the Public Works or Railway Department as the case may be, transferred to Foreign Service, and will issue their last-pay certificates, ... of these officers being reported to

No. 314.

Article 816. Page 229.

Substitute the following for exception (3), as amended by correction slip No. 236, dated 2nd January 1912, under this Article :—

(3) Off... ...er than ...ose pay ...sion of

(... No. 314, dated 1-8-12)

Page 229. Article 816.

Substitute the following for exceptions (2) and (3) mentioned under this Article :—

(2) Members of the Salt Preventive Force ... regulations and Police Officers whose ... India Salt Revenue Department and o... Customs Department in the Bombay ...

(5th Edition, No. 236, dated 2-1-12)

817. Except in the case of runners, boatmen, and coolies in the Post Office Department, and permanent subordinate non-pensionable employés on State Railways, in all cases where Service Books are not kept, Service Rolls, such as those prescribed for the Police in Article 823, should be maintained.

818. A Service Book is supplied at his own cost, to every officer on his first appointment. It is kept in the custody of the head of the office in which he is serving, and transferred with him from office to office. It may be given up to the officer if he resigns or is discharged without fault, an entry being first made therein to this effect.

819. It is the duty of every officer to see that his Service Book is properly kept up, and that all erasures in it are properly attested. If the book is not carefully kept up, difficulties may arise as to verification of service, when the officer applies for pension.

820. Personal certificates of character should not, unless the Local Government so directs, be entered in column (13), but if an officer is reduced to a lower substantive appointment, the cause of the reduction should always be briefly stated thus—"Reduced for inefficiency," "Reduced *owing to* revision of establishment," etc.

821. Every period of suspension from employment, and every other interruption in service, should be noted, with full details of its duration, by an entry written across the page; and attested by the head of the office or other attesting officer.

1. The head of the office should take efficient measures to see that these entries are made with regularity. The duty should not be left to the non-gazetted officer concerned

822. (*a*) If the officer is transferred to Foreign Service, the head of the office or department should send his Service Book to the Accountant-General, who will return it after noting therein, under his signature, the orders of Government sanctioning the transfer, the effect of the transfer in regard to leave admissible during Foreign Service, and any other particulars which the Accountant-General may consider to be necessary in connection with the transfer. On the officer's re-transfer to the British Service, his Service Book should again be sent to the Accountant-General, who will then note therein, under his signature, all necessary particulars connected with the officer's Foreign Service.

1. No entries made in the Service Book of an officer on Foreign Service of the first kind can be attested by any officer except the Accountant-General.

2. Rule 1 does not apply in the case of Public Works and Railway Subordinates (*vide rule 2 under Article 815*).

(*b*) In cases in which the salaries are audited by an Accountant-General this Article does not apply to Foreign Service of the second and third kinds.

Section III.—Non-Gazetted Police Service.

823. In the case of Police officers whose pay does not exceed Rs. 20, there shall be kept up for each district by the District Superintendent of Police a Service Roll in English, in which shall be recorded the date of the

enrolment of each man in the Constabulary; his caste, tribe, village, age, height, and marks of identification when enrolled; his rank, promotion, reduction or other punishment; his absences from duty, on leave or without leave; the interruptions in his service; and every other incident in his service which may involve forfeiture of portions of his service, or affect the amount of his pension. The roll shall be checked by the Vernacular Roll and Order Book and the Punishment Register, and every entry in it shall be signed by the District Superintendent of Police.

824. From this Roll the necessary statement of service of every applicant for pension shall be prepared, additional proofs being collected, as prescribed in Article 908, in respect of any service rendered before enrolment in the Constabulary which the applicant may be entitled to count.

Part IX.—PROCEDURE RELATING TO LEAVE.

GENERAL ARRANGEMENT.

PART IX.—PROCEDURE RELATING TO LEAVE.

Chapter XLIV.—Applications for and Grant of Leave.

Section I.—Applications.

825. Except as provided in Articles 811 to 815 and 818, an application for leave should be submitted to the Local Government, or other authority whose duty it would be to fill up the appointment of the applicant if it were vacant.

1. When a gazetted officer applies for leave, he should quote the Article or Section of these Regulations under which he considers himself entitled to the leave.

Privilege Leave.

826. An officer applying for Privilege leave must, except when the leave is combined with other leave under Article 233, record a declaration that he has no intention of retiring or of taking long leave of any kind, for three months after his return to duty. Though not absolutely debarred by this declaration from applying for permission to retire or to take long leave within

No. 342.

Page 235, Article 827-A—

Insert the following as a Note under this Article :—

the best of my judgment, a change of air is essentially necessary ... therefore recommend that he may be permitted to proceed to ... *Surgeon may think proper, expressing it in the certificate*]

829. With the cognizance of the head of his office, ... the head of his office, of the head of his department, the ... in the cases provided for in Article 831, present himself ...

the statement of his case at the seat of the Government under which he is serving, or at such other place as may be appointed by that Government, where a Committee of Medical officers can be assembled under the orders of the Administrative Medical Officer of the Province, and when practicable, presided over by him. From this Committee the officer should obtain a certificate as follows:—

We do hereby certify that according to the best of our professional judgment, after careful personal examination of the case, we consider the health of *C D* to be such as to render leave of absence for a period of (*x*) months absolutely necessary for his recovery.

830. Before deciding whether to grant or refuse the certificate the Committee may, in a doubtful case, detain the applicant under professional observation during a period not exceeding fourteen days. (*See Article 325.*)

831. If the state of the applicant's health be certified by a Medical officer, Commissioned or in charge of a Civil Station, to be such as to make it inconvenient for him to repair to the seat of the Government under which he is serving, or to any other place, the authority by whom the leave is granted may accept either,

(1) a certificate signed by any two Medical officers, Commissioned or in charge of a Civil Station, who need not belong to the same Province as the applicant; or

(2) if the authority concerned considers it unnecessary to insist upon the production of two medical opinions, a certificate signed by an officer in medical charge of a Civil Station and countersigned by either the District Officer or the Commissioner of the Division.

832. The certificate obtained should then be submitted to Government for orders. The grant in Article 829 of the option of undergoing medical examination at the seat of the Government under which he is serving, or at any other place, does not confer on the applicant a right to proceed on leave without the sanction of the Government to which he is subordinate.

Medical Certificates—Non-gazetted Officers.

833. Application for leave or extension or commutation of leave on medical certificate must, in the case of an officer in Superior service, be accompanied by a certificate from the applicant's medical attendant. The certificate should distinctly state the nature of the illness, its symptoms, causes and duration, and the period of absence from duty considered to be absolutely necessary for the restoration of the applicant's health. It should be countersigned by a Presidency Surgeon, if the applicant is at a Presidency town, and in all other cases, by the officer in chief medical charge of the district where the applicant resides.

834. The countersigning officer may at his discretion require the applicant to appear before him [illegible]
attendant that he is too [illegible]
may, after careful investig[illegible]
or refuse to do so, as he [illegible]
countersignature without the cognizance of the head of the applicant's office.

No. 336.

Page 237. Article 835.

Cancel this Article and the Note thereunder.

(8th Edition, No 336, dated the 1st December 1913.)

Page 237. Article 838.

Substitute the following for this Article :—

838. (*a*) An applicant for an extension or commutation] of leave on medical certificate who is residing in Europe, North Africa, America, or the West Indies, must satisfy the Medical Board at the India Office as to the necessity for the extension or commutation.

Ordinarily he must attend at the India Office for examination at the Board; but, in special cases, particularly if he be residing at a distance of more than sixty miles from London, a certificate in a form to be obtained from the India Office and signed by two medical practitioners may be accepted. A certificate obtained outside England and signed by foreigners must be attested by consular or other authority as bearing the signature of qualified medical practitioners.

(*b*) An applicant ... extension or commutation of leave on medical ... India or in any place not mentioned in clause (*a*) ... with his application (which is to be submitted to ... lia under Article 238), certificates from two ... llowing form.—

... we have carefully examined Mr. A. B. of ... g from ... . (the nature of the disease ... the officer must be fully detailed), and we ... cording to the best of our judgment and ... t unfit for duty in India, and that it is absolutely ... y of his health that his present leave which will

(*b*) In the case of an officer who is not gazetted, leave may be granted by the authority whose duty it would be to fill up his appointment, if vacant.

The report of an Audit Officer is not required on the title to leave of an applicant who is not a gazetted officer.

(*c*) The Local Government may, with or without restrictions, delegate the power of granting leave to any officer who, in its opinion, can judge of the expediency of granting the leave and who can, without reference to higher authority, make the necessary arrangements for carrying on the absentee's duties during the leave. The Local Government may at any time withdraw powers delegated under this clause.

(*d*) An officer acting under clause (*c*) must in the case of a gazetted officer, first obtain a report from the Audit Officer that the leave is admissible. If he grants the leave, he must communicate his orders to the Audit Officer by insertion in the Gazette or otherwise. In delegating its powers of granting leave in accordance with clause (*c*), the Local Government will decide whether, in the case of gazetted officers, either the grant or the refusal of the leave should be reported to it.

842. A Local Government granting leave to a member of the Indian Civil Service on the Bengal, Madras, or Bombay Establishment serving out of his own Presidency, should inform the Government of India, Madras, or Bombay, as the case may be.

843. Leave to an officer appointed by a High Court is granted by the Chief Justice, subject, in the case of gazetted officers, to the report of the Accountant-General that the officer is entitled to the leave.

844—*Cancelled.*

845—*Cancelled.*

Section III.—Rules regarding Chaplains.

Church of England.

846. Subject to the exigencies of the public service, Local Governments are empowered, with the concurrence of the Bishop of the Diocese, to grant any Furlough or Special leave authorised by these Regulations to Chaplains serving within their respective jurisdictions. Priority of claim is determined in accordance with Article 310.

847. If a Chaplain who belongs to the Madras or Bombay Ecclesiastical Establishment, but is serving in the Bengal Presidency, applies for Furlough or Special leave, the Local Government under which he is serving will, if it grants the leave, inform the Government of Madras or Bombay, as the case may be.

848. The Bishop of the Diocese is empowered to grant Privilege leave to Chaplains under Article 592, subject to the public exigencies, of which the Bishop shall be the judge. But the grant, cancelment, or extension of such leave should be reported to the Local Government concerned.

849. All applications for leave should be accompanied by a certificate from the Accountant-General, that the leave asked for is admissible, and should, as a general rule, be forwarded, through the proper channel, to the Bishop of the Diocese, who will transmit applications for Furlough or Special leave, with his remarks to the Local Government concerned, and will himself dispose of applications for Privilege leave. In cases of urgency,

leave on medical certificate may be granted by the Local Government in anticipation of the concurrence of the Bishop, who should, however, be informed without delay.

850. Except under orders of the Secretary of State, the term of Furlough or Special leave cannot be altered without the permission of the Government by which it was granted.

851. Every Chaplain who obtains leave shall supply himself with a last-pay certificate, and with a statement showing the allowances which he is entitled to draw while absent. These documents will be furnished by the Accountant-General (*see Chapter XLVI*), and no leave allowances will be payable without their production.

NOTE.—[If a Chaplain's term of twenty-five years' service expires (*see Article 601*) during his leave, or during the period to which it is stated that it may be extended, the fact should be noted on the last-pay certificate.]

852. A Chaplain shall report his return to duty to the Bishop, and to the Local Government by which his leave or furlough was granted.

853. If any Local Government shall see fit to refuse Furlough to any Chaplain on the ground of the exigencies of the public service, it shall report such refusal for the confirmation of the Government of India. This Article applies only to Chaplains on the Bengal establishment.

Church of Scotland.

854. (*a*) Leave of absence to a Chaplain of the Church of Scotland attached to a regiment, is granted in the same manner as to officers of the Corps with which he is serving, subject to the recommendation of the leave by the Presidency Senior Chaplain of the Church of Scotland.

(*b*) The leave of such a Chaplain appointed to a station, is granted by the Local Government and notified in the local Gazette.

(*c*) In the case of the Presidency Senior Chaplain of the Church of Scotland in Bengal, the leave should be granted by the Local Government and by the Government of India concurrently, and be notified in the local Gazette and in the *Gazette of India.*

Section IV.—*Rules regarding Military Officers.

Page 239. Article 855.

Substitute the following for clause (b) of this Article:—

855. (*b*) After the furlough or leave has appeared in orders, the account officer in charge of the officer's record of pension service will, in the case of furlough to Europe, North Africa, America or the West Indies, forward to the Under Secretary of State for India a statement of the officer's service in the prescribed form. The statement is not required in the case of officers proceeding on furlough under the Staff or British Leave Rules.

record of pension service should forward to the Under Secretary of State for India a statement of the officer's service in the prescribed form. The statement is not required in the case of officers of the British Army serving in India proceeding on furlough under British Leave Rules or Article 724, Army Regulations, India, Volume I, Part I.

855A. Applications from Military officers in Civil employ who are subject to Military Leave Rules for privilege leave combined with furlough or other leave under the provisions of Note 2 to Article 606 of these Regulations, should be submitted through the Civil Accounts Officer who audits the officer's salary, and the Civil Accounts Officer when forwarding the application to the Local Government should report on the applicant's title to the combined leave after consultation with the Controller, Military Accounts, in charge of the officer's record of pension service.

856. (*a*) An application for furlough or leave in or out of India under Indian Military furlough or leave rules from an officer in permanent Civil employ or an officer holding an appointment in the Civil Department, the tenure of which is limited, should be submitted through the Account officer* in charge of the officer's record of pension service, who will forward it to the Local Government, stating the furlough or leave regulations to which the officer is subject; and in addition—

(i) if the applicant is subject to the Military Furlough Regulations of 1868 or 1875—the particular rule or rules of the Regulations under which the furlough is admissible;

(ii) if the applicant is subject to the Leave Rules for the Indian Army—the year of service for pension he has entered upon, and the date on which that year commenced;

(iii) if the application is for leave in India—the particular rule of the Regulations under which the leave is admissible.

(*b*) In the case of officers subject to the leave rules applicable to Regimental officers of the British Army serving in India and holding Civil appointments, applications for leave should be submitted direct to the Local Government. The Controller of Military Accounts will, on application, furnish the Civil auditors concerned with a certificate showing the rate of pay admissible during leave and how the leave may be extended or commuted.

(*c*) In the case of an officer in Civil employ proceeding on furlough under the Military Furlough Regulations of 1868 or 1875, the Account Officer in charge of the officer's record of pension service will furnish the Civil auditors concerned with the necessary certificate as in Form 1.

857. (*a*) After the furlough or leave has appeared in orders, the Local Government will, in the case of furlough or leave out of India (elsewhere than to the Colonies) on medical certificate, forward the medical statement of the officer's case to the Under Secretary of State for India.

* The Account Officer is defined in paragraphs 2, 3, 4 and 5 of the General Order in the Military Department, No. 134, dated 8th February 1895, as modified by the General Order in that Department, No. 1080 of 1895.

(*b*) All reports of officers' arrival from, and departure on, furlough or leave in or out of India with dates of embarkation and debarkation, as well as those of being struck off or of resuming duty, should be forwarded to the Account Officer in charge of the officer's record of pension service.

(*c*) On the return of an officer from furlough or leave, it will be the duty of the Account Officer in charge of his record of pension service to satisfy himself that he has returned within his leave; and if not, to report the case to the sanctioning authority.

858 When a Military officer subject to the Military Leave Rules [illegible] proceeds to a seaport for [illegible] should communicate his [illegible] when he sends in his application, or before he leaves his station, as the case may be.

859. An application from a Military officer subject to the Military Leave Rules for Special leave under Article 316 should be submitted to the Local Government for sanction with a certificate from the officer in charge of the officer's record of pension service that he is entitled to it.

860. A Military officer subject to the Military Leave Rules proceeding on Furlough or Special leave, cannot obtain a last-pay certificate or a warrant, as the case may be, until he submits to the Audit Officer a certificate in Form 1 by the Account Officer in charge of his record of pension service.

Commissioned Medical Officers.

861 (*a*) An application for any leave except Privilege leave and leave on medical certificate from a Commissioned Medical officer in permanent or temporary Civil employment, should be submitted by the applicant, together with the Audit Officer's certificate, to the Local Administrative Medical Officer, by whom it will be forwarded to the Director-General, Indian Medical Service

The Director-General will countersign the application if the state of the public service admits of leave being granted, and forward it to the Local Government. *If the state of the public service does not admit of leave being* granted, he will abstain from countersigning the application. On the application so countersigned, or from which countersignature has been withheld, the Local Government will be in a position to pass orders. The same procedure will be followed in the case of medical officers applying for extension of furlough on private affairs.

(*b*) An application for any leave except Privilege leave and leave on medical certificate from a medical officer appointed by the Government of India should be forwarded, with the Audit Officer's certificate, through the Administrative Medical Officer and Local Government, to the Department of the Government of India concerned, who, after consultation with the Director-General, Indian Medical Service, will pass the necessary orders.

NOTE.—[A Local Government granting leave or extension of leave to a Commissioned Medical officer in temporary Civil employ should communicate a copy of the order to the Principal Medical Officer, His Majesty's Forces in India]

Page 242. Article 862.

Substitute the following for this Article :—

862 Leave allowances are payable in India after the end of each calendar month; but an officer on leave out of India may at his option take payment at the Home Treasury from the date of quitting India, or in the case of an officer who has quitted India during the privilege leave portion of combined leave under Article 233, from the date of commencement of such privilege leave; or if he proceeds to a Colony named in Appendix 15, he can take payment in such Colony. Any balance of leave allowances undrawn at the time that an officer returns to duty in India should be drawn there in rupees

An officer having selected the country in which he desires to draw his leave allowances is permitted to change only once during any one period of leave.

(5th Edition, No. 47, dated 1-11-10.)

863. Except in the Public Works, Railway and Telegraph Departments, a gazetted officer on leave in India may draw his allowance at any treasury in India. An officer on leave out of India may draw his allowance in India either at his own head-quarters or at the chief town of the Province, or capital town of the Presidency in which he is employed.

Note 1.—[For the purposes of this Article, Bombay may be treated as their chief town in the case of officers serving in Rajputana and Central India.]

Note 2.—[For the purposes of this Article, Myooks in Burma are treated as gazetted officers.]

864. If a gazetted officer signs his bill himself, he must either appear in person at the place of payment, or furnish a life certificate signed by a responsible officer of Government, or some other well-known and trustworthy person. If he draws his allowances through an authorised agent, the agent, whether he has or has not a power-of-attorney, must either furnish a life certificate as aforesaid, or execute a bond to refund over-payments. A life certificate may be given periodically, a bond being given to cover intermediate payments not supported by the life certificate.

Note.—[The proper stamp duty upon bonds executed under this Article is that chargeable upon Indemnity Bonds according to the First Schedule of the Indian Stamp Act, II of 1899.

865. The leave allowances of a non-gazetted officer on leave in India can be drawn only at the treasury where his salary is paid, and under the signature of the head of his office, who is responsible for any overcharges: no other security is required.

866. The payment of the leave allowances of officers and subordinates of the Public Works and Railway Departments and of officers of the Telegraph Department during leave in India is regulated by special departmental rules.

Payment out of India.

867. An officer proceeding on leave out of India cannot draw his leave allowance at the Home or any Colonial treasury unless he is provided with a last-pay certificate or warrant in accordance with the rules laid down in Chapter XLVI.

868. When payment is made at the Home treasury or in a Colony where the standard of currency is gold, rupees are converted into sterling at the rate of exchange fixed for the time being, for the adjustment of financial transactions between the Imperial and the Indian treasuries, subject to the condition that conversion into sterling shall, for the present, be effected at the minimum rate for 1*s.* 1*d.* to the rupee for Privilege Leave, and at 1*s.* 6*d.* to the rupee for Leave other than Privilege Leave. Any payments made at a different rate or otherwise erroneously, should be adjusted in subsequent payments.

Exception.—The officers whose names are mentioned in Appendix 16, have been specially authorised by the Secretary of State to receive leave allowances, while on leave out of India at the rate of exchange of 2 shillings to the rupee

1. If in any covenant or contract dated before the 23rd day of November 1871, with any officer for service in India, it is provided that, in payments to be made under, or in pursuance of, the contract, a pound sterling shall be considered an equivalent or equal to, and [illegible]
his [illegible]
th [illegible]
d [illegible]

NOTE.—[When leave allowances are converted into sterling at 1*s.* 6*d* to the rupee, each fraction of less than one-third of a rupee is treated as a complete third(=6*d.*), each fraction of more than one-third and less than two-thirds, as two-thirds, and each fraction of more than two-thirds as a whole rupee.]

869. The leave allowances of all officers are issued at the Home treasury monthly in arrear on the first day of each calendar month.

They are made up to the following quarterly dates, 31st March, 30th June, 30th September and 31st December, and they are paid in monthly instalments, the first two instalments in each quarter being the net amounts accrued, omitting shillings and pence, and the third instalment being the balance due for the quarter

Payment is made :—

(i) to the officer on his personal application; or

(ii) to his banker or other agent, duly authorised under power-of-attorney, on production of a life certificate, filled up and executed in the manner directed thereon (except in cases where proof of existence is not required owing to the banker having guaranteed the Secretary of State against loss consequent on his dispensing with the production of such proof): or

(iii) on presentation of a draft, duly filled up and signed by the officer, in a form which, with the requisite form of life certificate attached, may be obtained from the India Office, on the officer's written application.

Certificate of Leave.

870. (*a*) Privilege leave allowances, when such leave is taken by itself, are not payable out of India; but in case an officer leaving India should afterwards want to combine his leave with other leave, he should take with him a certificate in Form 9.

(b) This certificate should be furnished to those officers only who may apply for it, and the Audit Officer need make no enquiries as to the place in which an officer intends to spend his Privilege leave. A Military officer subject to the Military Leave Rules must himself obtain the certificate prescribed in Rule 1 of Article 871, and submit it to the Audit Officer with a view to the preparation of his Privilege leave certificate, should he require one.

NOTE.—[Duplicate of a Privilege leave certificate is not forwarded to the India Office.]

871. (a) An officer proceeding on Long Leave to Europe who does not intend to draw allowances from the Home treasury should take with him a Certificate of Leave in Form 10 from the Audit Officer in whose circle of audit his appointment is held. If he visits England, this certificate is to be presented at the India Office.

1. A Military officer subject to the Military Leave Rules proceeding on Furlough cannot obtain the certificate in this Article until he submits to the Audit Officer a certificate in Form 1 by the Account Officer in charge of his record of pension service.

(b) If the officer afterwards desires to draw his leave allowances at the Home treasury or at some Colonial treasury, he must obtain a last-pay certificate from the Audit Officer in whose circle of audit he was employed when he proceeded on leave.

872. An officer proceeding on Long Leave to a Colony in America or West Indies must take with him a certificate in the form pr[illegible] the preceding Article. If he visits England or has som[illegible] for an extension of leave, the certificate should be p[illegible] Office. If not previously presented, it must be forward[illegible] when permission to return to duty is applied for.

873. An officer proceeding on Extraordinary lea[illegible] to Europe or to a Colony in America or the West Indie[illegible] a certificate of leave in Form 11 from the Audit Officer [illegible] audit his appointment is held. If the officer visits E[illegible] sion to apply for an extension of leave, the certificate s[illegible] at the India Office. If not previously presented, it must b[illegible] to the India Office when permission to return to duty is ap[illegible]. The Audit Officer should, when he issues this certificate, send a du[illegible]cate to the India Office.

Chapter XLVI.—Last-pay Certificates and Warrants.

Section I.—Last-pay Certificates.

874. Except as provided in Article 879, no officer can begin to draw his leave allowances at any treasury in India, or at the Home treasury without

producing a last-pay certificate from the Accountant-General of the Province to which he belongs.

1. No-demand certificates are not required by an officer going on leave.

875. Last-pay certificates (and warrants) cannot be issued to Military officers subject to the Military Leave Rules, until Article 860 has been complied with.

876 Except in respect to Colonial Warrants (Articles 888 to 891), this Section does not apply to Public Works and Railway officers whose last-pay certificates are issued under departmental rules.

Extensions and Commutations.

877. If the leave of an officer, whether in or out of India, is extended or commuted, the Audit Officer within whose jurisdiction the officer is employed must, on receiving advice of such extension or commutation, forthwith communicate it to the Audit Officer within whose jurisdiction his leave allowances are drawn. He should also communicate any other circumstances connected with the leave which may be required to be known to the Audit Officer who passes the officer's leave allowances

Leave in India.

878 When an officer proceeds on leave from one place to another in India, he should obtain a certificate in Form 16 from the Accountant-General of his Presidency or Province If during leave the officer desires to change the treasury at which he receives payment of his allowances, he must obtain a new last-pay certificate.

879 An officer on leave, who does not leave his district, does not require a last-pay certificate · nor does an officer who leaves his district on leave in India without allowances.

Leave out of India.

880. When an officer proceeds out of India on leave with allowances, other than Privilege leave taken by itself, the Accountant-General who audits his pay will, as soon as the leave is gazetted or otherwise notified, send him a letter in Form 12 or 13 with enclosure in Form 14 or 15 as the case may be, requiring him to call at his office or give the necessary information.

881. If the officer calls at the Accountant-General's office, he will be paid up to the day before he leaves India, and will be given a last-pay certificate in Form 16 if he intends to draw his leave allowances at the Home treasury, and in Form 17 if he is proceeding to a Colony and intends to draw his leave

Page 245. Article 881.

Substitute the following for the Note under this Article :—

882. If the officer is unable to call at the Accountant-General's office, the Accountant-General will prepare a bill for his allowances from the end of the month preceding that of his making over charge, to the day before he intends to draw leave allowances at the Home

Page 246. Article 882.

Substitute the following for the Note under this Article :—

7 NOTE.—[See Note under Article 881.]

(6th Edition, No. 47, dated 1-11-10.)

883. With every ...
on which the officer will report to the Accountant-General, from the first port at which the vessel touches, the day of his departure from India

884. When the Audit Officer delivers, or receives from the Treasury Officer, a report in Form 20 that he has delivered a last-pay certificate to the officer concerned, he will, if the certificate is in Form 16, forward a duplicate of the certificate to the India Office.

885. When the officer proceeding to England is compelled to leave without a last-pay certificate, the necessary document should be forwarded to him, and a duplicate to the India Office, at the earliest possible date.

886. An officer proceeding to Europe should present his last-pay certificate at the India Office When he returns to India, he should obtain a last-pay certificate from the India Office.

887. A last-pay certificate in Form 16—the 11th and 13th columns and the notes below it being omitted—is required in the case of an officer proceeding on leave out of India whose leave allowances, payable in India, are required to be paid in a circle of audit other than that under which the officer's appointment is held. If change of treasury is at any subsequent time desired, a new last pay certificate in the same form must be issued by the Accountant-General who last paid the allowances.

Colonial Warrants.

888. (*a*) An officer, including an officer of the Public Works or Railway Department (*see Article 876*), proceeding to a Colony should submit his last-pay certificate to the Comptroller, India Treasuries, at Calcutta, or if he embarks at any port in the Provinces of Madras, Bombay, or Burma, to the Accountant-General, Madras, Bombay, or Burma, as the case may be.

(*b*) The Comptroller, or the Accountant-General, as the case may be, will retain the last-pay certificate, and, in lieu thereof, issue a Warrant in Form 21 upon the Colonial authority concerned.

889. Every Warrant shall be issued in triplicate. The original, bearing the payee's signature, should be forwarded to the Colonial authority concerned, the duplicate to the Secretary of State, and the triplicate should be made over to the payee. Each payment should be endorsed on the back of both the original and the triplicate Warrant, an acknowledgment of receipt of money being rendered by the payee. When no space for such entries remains, or

when a Warrant is lost or destroyed, a fresh Warrant shall be issued by the officer who issued the original Warrant, on application being made through the Colonial disbursing officer.

890. Upon his return to India, an officer should deliver up his copy of the Warrant which will serve the purpose of a last-pay certificate.

891. The Government of India recognise the proceedings of the Colonial authorities sanctioning the transfer of the payment of leave allowances from one Colony to another, but such transfer should be reported separately by the absentee to the Government of India and to the Under-Secretary of State for India.

NOTE.—[Articles 888 to 891 apply to Military officers subject to the Military Leave Rules.]

Copy of Rules to be furnished.

892. Every officer going on leave out of India should procure from the Account Office and take with him a copy of the "Memorandum of information issued for the guidance of officers proceeding on leave (other than privilege leave taken by itself) out of India."

Section II.—Rules for preparing last-pay certificates.

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893. In Forms 16 and 17 it should be stated to which Presidency an officer belongs, in which Presidency or Province he is employed, and whether the absentee allowance is chargeable to the Civil, the Military, or the Public Works Department.

894. To enable the Home authorities to ascertain at once the Department to which the absentee allowance is to be charged, the certificates of officers proceeding on leave to Europe shall be prepared—

(i) in Black ink for officers in the employ of the Military Department.

(ii) in Blue ink for officers in the employ of the Public Works or Railway Department.

(iii) in Red ink for officers in the employ of the Civil Department.

895. Except in the case of Chaplains, allowances should be stated in rupees a month, and not in pounds a year, and in entering "the rate of absentee allowances," it should be stated, in the first place, without reference to the maximum or minimum applicable, and then, if a maximum or minimum applies or if the allowance is such that a future change in the official rate of exchange may render a maximum or minimum applicable, the words should be added, "subject to a maximum (or minimum) of," etc.

896. In Form 16 it must be shown whether an officer is entitled to the full amount of Furlough permitted by the rules.

NOTE.—[See Note under Article 851.]

897. In column 11 in Forms 16 and 17, the Articles of these Regulations or of the Military Furlough Regulations under which the advance is made should be mentioned.

Amended Certificates.

898. (*a*) Every corrected last-pay certificate whether original or duplicate should be marked "Amended Certificate." If it becomes necessary to amend a last-pay certificate in Form 16, it should be done by the use of a short corrigendum worded so as to show only the particular item or items in which alterations have been made; this corrigendum should be forwarded by the Accounts Officer at the earliest possible date direct to the India Office.

(*b*) The last-pay certificate is issued on the assumption of the correctness of the intended dates of making over charge and of leaving India. If these dates are changed, the required adjustment of allowances will be made when the officer returns to India, or, if necessary, sooner. No alteration may be made in the certificate as issued by the Accountant-General unless there is time to send it to him for alteration.

(*c*) In all cases of combined leave in which an officer elects to draw his privilege leave allowances at the Home Treasury an amended last-pay certificate should be sent to the India Office whenever the amount of Privilege Leave allowances entered in the original last-pay certificate requires correction, unless the officer is known to have started on his return to India. If the amended last-pay certificate arrives too late at the India Office, it will be returned to the issuing officer in India.

Source from which Absentee Allowance is payable.

899. In making entries against the heading "Source from which," etc., the term "Indian Revenues" should be used in all certificates intended to be sent to England, as the term "Imperial Revenues" has there a different signification. If the allowance is not chargeable finally to the Government of India, the Local Administration or Fund from which it is recoverable must be expressly stated.

900. When leave allowances are chargeable according to the Rule of Proportions, the following is the service to be thus taken into account:—

(*a*) *Privilege Leave, under Articles 246 to 278:—*

Privilege leave; duty without interruption for a period eleven times as long as the Privilege leave.

(*b*) *Long Leave, European Services, under Chapter XIII.—*

Furlough on Medical certificate (Articles 303 to 311); the whole continuous service.

Furlough without medical certificate, including extensions (Articles 303 and 309) the whole continuous active service.

Special leave; active service for six years.

Subsidiary leave; as for the leave to which it is subsidiary.

(c) *Military Furlough Regulations of 1868* :—
Furlough without medical certificate—
First two years (Rule IX); actual service in India for eight years.
The rest; actual service in India for six years.
(d) *Military Furlough Regulations of 1875*: —
Furlough without medical certificate (Rule 1); proportion of service in India or under the Government of India taken into calculation in the grant of furlough.
(e) *Leave Rules for the Indian Army* :—
All leave, the whole pensionable service; but in this case, in calculating the [illegible]

(f) *Lon*[illegible]
under Chapter XXVI :—
Leave on private Affairs [Article 337 or 566 (Leave Regulations), Section 4 (*b*)]; service for six years.
Furlough [Articles 338 or 566 (Leave Regulations), Section 4 (*c*)]—
First year; service for ten years counting in the case of the Indian Service from date of last return from leave on private affairs.
The rest; service for eight years.
(g) *Other cases* :—
In unenumerated cases the whole service in India is counted

Arrears of Indian Pay and Allowances.

901. No entries in regard to arrears of Indian pay and allowances due to an officer proceeding on leave or on retirement to Europe should be made in his last-pay certificate. Such allowances are not paid at the Home treasury.

Completion of Service.

902. The date on which any officer will, during the currency of leave, complete the term of service, or attain the age after which by any rule he is required to retire from the service, should be shown.

Civil Fund Deductions.

903. (*a*) The Secretary of State recovers subscriptions on account of the different Civil Funds from subscribers absent from India on leave who draw their leave allowances in England, who either are required by the rules of their Fund to pay their subscriptions in that country during leave, or elect to do so. Particulars of the Fund deductions to be made from the absentee allowances of officers on leave drawing their leave allowances in England should be noted on the last-pay certificates, and where a subscriber elects to make payments of his subscriptions in India while on leave, or to postpone such payments until his return to India, the fact should also be noted on the last-pay certificate. The rules under which the deductions are made, and the method by which they are calculated in the cases of the different Funds will be found in Articles 557 to 560.

(*b*) The deductions to which the allowances of a member of the Indian Civil Service are subject while he is on leave on account of his annuity should invariably be stated in his last-pay certificate. (*See Article 556*)

Chaplains.

904. A certificate in Form 30 should be attached to the last-pay certificate of a Chaplain proceeding on leave to Europe.

PART X.—PROCEDURE RELATING TO PENSIONS.

GENERAL ARRANGEMENT.

ERRATUM.

In the Additions and Corrections to the *O. S. R.* (5th Edition), dated the 10th June 1914, page 4, in the correction slips to Article 907 and Form No. 23 (Pensions), *for* "No. 350" *read* "No. 351."

Page 253 Article 907.

In the last line of Item 2 in clause (*a*) of this Article for the words 'pay and acting allowance drawn in each' substitute 'pay drawn in each substantive appointment', and delete the Exception to this clause inserted by correction slip No. [illegible], dated the 1st May 1912.

(5th Edition, No. [illegible], dated the 10th June 1914.)

PART X.—PROCEDURE RELATING TO PENSIONS.

Chapter XLVII.—Applications for and Grant of Pensions.

Section I.—Applications.

905 The rules in this Chapter apply to all officers applying for pension under these Regulations, except—

(a) Members of the Indian Civil Service—(*Chapter XLIX*);

(b) Chaplains—(*Chapter L*)

(c) Judges of the High Courts, for whom no special procedure is laid down.

906. There is no limitation on the period after retirement within which an application for pension or gratuity must be submitted; but apart from ... after the officer has retired begins from ... *Article 930.*) An officer may be admitted ... whether in or out of India.

No. 333.

Page 253, Article 907—

Substitute the following for clause (c) of this Article:—

(c) The provision in clause (b) is intended to obviate delay in the verification of service; and to ensure that an officer does not retire ... a pension which is ... o be inadmissible; it ... however, justify the preparation of the formal application in Form 25 before the officer has actually retired.

(5th Edition, No. 333, dated the 21st November 1913.)

... the public service

(c) This provision is intended to obviate delay in the verification of service, and does not justify the preparation of the formal application in Form 25 before the officer has actually retired.

908. The authority receiving the statement should then proceed to verify the services claimed according to the following procedure.—

(a) If the service has been wholly or in part Inferior (regarding which service the records of the Audit Offices are sometimes incomplete), he should first gather from official records and other sources all the information procurable. In respect to Superior service, it will be sufficient to gather, in the first place, only such information as is easily procurable.

(*b*) The information thus received should then be forwarded to the Audit Officer concerned for comparison with his office records of the applicant's statements.

(*c*) If there be any discrepancy, the Audit Officer will detail the nature of such discrepancy; for instance, that the post which the applicant states that he filled during a certain period is shown by the Audit Office registers to have been filled by another man

(*d*) If the service claimed cannot be wholly verified from the records of the Audit Offices, reference must be made to the head of the office in which the applicant states that he served during the period in doubt.

(*e*) If it be found impossible to verify the service otherwise, the officer receiving the application should take the statement in writing of the applicant on plain paper [*see Indian Stamp Act, II of 1899, Schedule I, No. 4* (*c*)], and should also collect such collateral evidence as may be procurable; for instance, certificates, such as those given by an officer to a subordinate on his leaving an office, and the testimony of contemporary servants.

NOTE 1.—[The power to admit service verified under this clause may be exercised by all subordinate authorities who are empowered to sanction pensions under the rules.]

NOTE 2.—[" The Governor-General in Council has recently had under consideration a case in which a public officer, the head of a department, in granting a certificate to one of his subordinates, suppressed the true reason for which the subordinate had been removed from his appointment. Such an omission may obviously be injurious to the interests of the public service. I am therefore directed to draw attention to the subject, and to request the issue of orders to all public officers, warning them to be careful, in giving certificates to their subordinates, to state the whole truth in respect of character and cause of dismissal or resignation of appointment.—(*Circular, Home Department, dated 15th June 1869*)]

909. In the case of a gazetted officer, part of whose service has been rendered in non-gazetted appointments, the ungazetted portion of his service should be similarly verified. The statement mentioned in Article 907 (*a*) may, however, be sent to the Audit Officer direct or through the head of the department.

Formal Application.

910. After completing the verification in the manner prescribed in the preceding Article, the authority receiving the statement of services of a non-gazetted officer should draw up the application in Form 25, and arrange with it all the documents relied upon for verification of the service claimed, in such manner that they can be conveniently consulted, and then forward it, together with the officer's Service Book, through his official superiors to the Audit Officer. If an applicant for pension (not gratuity) is no longer in active service, a last-pay certificate should be attached to the application, except when he retires from the service while on leave in England and desires to draw his pension in England.

911. (*a*) The officer who submits the application should certify on the application whether the character, conduct, and past services of the applicant are such as to entitle him to the favourable consideration of the Government. If the application is for pension on the Superior scale, he must be careful to enter all periods of leave, suspension, etc., which are not reckoned as service.

(*b*) He must also invariably record his own opinion whether the service claimed has been established, and should be admitted or not; more especially in those cases in which it becomes necessary to resort to the procedure prescribed by clause (*c*) of Article 908, when the exact nature of the investigation made, and the conclusion at which the authority has arrived, must be especially reported.

(*c*) If the application is for an Invalid pension, and the applicant is less than sixty years old, the requisite medical certificate should be attached to the application. But if omission has been made in this respect, the authority having the power to sanction the pension may accept a certificate bearing a later date.

912. In the case of an officer in superior service, who retires before he is 60 years of age, it should be stated in the column for " any other remarks " on the third page of the application for pension whether retirement is compulsory or optional and, when compulsory, the order sanctioning retirement should be quoted and cause of inefficiency specified.

913. (*a*) A gazetted officer should submit his application through his official superiors and the Audit Officer to the Local Government.

NOTE.—[For the purposes of this Article, Myooks in Burma are treated as gazetted officers.]

(*b*) The application of a gazetted officer of the classes mentioned in Articles 297 (*c*), (*d*), and (*e*), 654 and 678, whether appointed by the Secretary of State or not, should be prepared in Form 26. In the case of other gazetted officers the application should be prepared in Form 25 either by the officer himself or by the head of his department; and the rules in Article 910 apply, save that it is not necessary, if all the service has been gazetted, to have the service formally verified before forwarding the application

Submission to Government.

914. (*a*) The last officer through whom the application passes should send it to the Audit Officer, who will (after verifying the service in the manner prescribed in Article 908 or satisfying himself that it has already been so verified) submit the application to the Local Government with a report upon the claim for pension and the rules applicable to the case.

In the case of officers whose service has been partly gazetted and partly non-gazetted, the verification statement prepared in the Audit office should be attached to the application on its submission to the Local Government.

(*b*) The Audit Officer will also certify the correctness of the calculations of service and of pension, and retain the last-pay certificate (Article 910) unless the pension is to be paid in another circle of audit, in which case he will forward the certificate to the Audit Officer of that circle, along with a copy of the order sanctioning the pension

1. If the case is plainly incorrect or incomplete, the Audit Officer should return it for correction or explanation.

2. In the column of Form 25 reserved on the second page for the remarks of the Audit Officer, or in his certificate and report on the third page of Form 26, he should note briefly his reasons for disallowing any service claimed, and his explanation of any apparent discrepancies, and the like

3. The Audit Officer should always call special attention to Article 470 in his report of the amount of pension admissible.

PART X.

Premature Applications.

915. (*a*) The Government of India is ordinarily unwilling to pass orders on questions affecting the pension of an officer until he actually retires, because their premature discussion occupies valuable time almost always to no purpose, and uselessly.

(*b*) Accordingly, no question about the pension of an officer who has not retired from the public service should be submitted either to the Local Government, or by the Local Government to the Government of India, unless there are special reasons (which should always be set forth) for a departure from the general rule. The mere desire of an officer for a decision upon some doubtful abstract questions affecting his prospects does not justify public correspondence on his behalf. But this rule should not be read as prohibiting the consideration until an officer retires or is about to retire, of a proposal to condone a break in his service.

916. Except under orders from the Government of India or the Local Government, an Audit Officer should, as a rule, decline to advise upon any questions connected with the claim of an officer to pension until he retires or is about to retire Memorials which relate to such questions addressed prematurely to the Secretary of State are uniformly returned.

917. Articles 915 and 916 do not prohibit the submission of a preliminary application for pension [*see Article 907* (*b*)] on behalf of an officer intending to retire immediately, while he is still in employ.

Section II.—Powers of Sanction.

918. A pension which is certified by the responsible Audit Officer to be clearly and strictly admissible under rule may be sanctioned,

(*a*) in any case, by the Local Government,

(*b*) in the case of non-gazetted officers, by the officer who has the authority to fill the appointment vacated by the retiring officer.

919 to 920.—*Cancelled.*

921 —(*See Appendix I, Part II, Entry 40*)

922. Should the amount granted to an officer be afterwards found to be in excess of that to which he is entitled under the Regulations, he will be called upon to refund such excess.

923. (*a*) If any interpretation of the rules is involved, or if any indulgence not provided for by the rules is proposed, the Local Government should submit the case, with its opinion and recommendation, to the Government of India in the Administrative Department concerned

NOTE.—[In respect to such recommendations, see orders printed as Appendix 9]

(*b*) Until the orders of the Government of India are received, a recommendation for any special indulgence should never be communicated, directly or indirectly to the officer concerned.

PART X.

(*c*) The Government of Madras and Bombay should, upon questions of pension, communicate with the Secretary of State, through the Government of India.

(*d*) An application in Form 25 or 22, as the case may be, should accompany every special recommendation made under this Article.

924. (*a*) Pensions in excess of the amounts admissible under these Regulations, or involving any relaxation of rule, require the sanction of the Secretary of State

NOTE —[See Note under clause (*a*) of the preceding Article]

(*b*) The Government of India have, however, been authorised to grant pensions up to a limit of Rs 10 a month or gratuities not exceeding the equivalent value of that amount, without reference to the Secretary of State, in any case, even where no pension or gratuity is admissible under rule, provided that the general spirit of the Regulations is observed.

(*c*) When special circumstances appear to justify a departure from the rules laid down regarding "ordinary pensions" to Civil officers, it is generally desirable that the allowance granted should be an arbitrarily fixed sum, rather than any exact proportion of the amount to which it might be supposed that the rules afford a claim.

Section III.—Anticipatory Pensions.

925. (*a*) When an officer whose pension is payable in India retires before the necessary enquiries preliminary to the settlement of the amount of his pension can be completed, the Audit Officer may, upon a declaration, as follows, by the officer, sanction the immediate disbursement of the pension to which, after the most careful summary investigation that he can make without delay, he believes the officer likely to be entitled.

Declaration —Whereas the (here state the designation of the officer sanctioning the [illegible]

enquiries, and I promise to base no objection to such revision on the ground that the provisional pension now to be paid to me exceeds the pension to which I may be eventually found entitled I further promise to repay any amount advanced to me in excess of the pension to which I may be eventually found entitled

(*b*) If the Audit Officer thinks it likely that the officer would be found entitled to a gratuity only, one-sixth of the amount of such probable gratuity may, upon a similar declaration, be disbursed to him monthly until the amount is finally settled

(*c*) The settlement of such provisional payments should be made so as to admit of their disbursement not later than one month after the officer has ceased to hold his post.

(*d*) When the sanction under this Article is given by an Audit Officer other than the Accountant-General, he shall send a copy of his order to the Accountant-General, for the issue of the requisite orders for disbursement from the treasury concerned.

PART X.

926. When an officer whose pension is payable in England retires before the necessary enquiries preliminary to the settlement of the amount of his pension can be completed, the Audit Officer, if he sees reason to believe that there will be delay before the pension can be finally sanctioned, should, after the most careful summary investigation that he can make without delay, report to the authority who will sanction the pension, the minimum amount to which he believes the officer to be entitled. This report should be forwarded at once to the India Office by the Local Government by which the pension will in due course be sanctioned. The India Office will then, on receiving from the officer a declaration similar to that in Article 925, at discretion, sanction the immediate disbursement of the amount of pension reported to be the minimum likely to be admissible, or such smaller amount as may be deemed proper. The final pension certificate in due form should follow the provisional certificate with the least possible delay.

927. (*a*) If, upon the completion of the regular investigation, it be found that the pension thus summarily assigned differs from the pension finally settled, the difference must be adjusted in the first subsequent payments.

(*b*) Provided that, if a gratuity summarily assigned under Article 925 proves to be larger than the amount found actually due upon completion of the enquiries, the officer shall not be required to refund any excess actually paid to him, except as provided in Chapter XXI.

928. (*a*) To enable the Audit Officer to exercise the jurisdiction thus entrusted to him, the head of the office or department from which the officer is removed should furnish to the Audit Officer, as soon as possible, after it becomes known to him that the officer must retire, and without waiting for his actual retirement, the fullest information that can be obtained regarding the officer's service, without correspondence which must cause delay.

(*b*) This information is to be furnished in anticipation of the regular investigation required by Article 908 or 909, which also should on no account be delayed until the officer has actually retired.

929. All officers should bear in mind that delay in the payment of pensions may involve peculiar hardship, and everything should be done to prevent, or shorten to the utmost, such delays.

Chapter XLVIII.—Payment of Pensions.

Section I—General Rules.

930. Apart from special orders, a pension, other than a Wound or Extraordinary pension under Part VI, is payable from the date on which the pensioner ceased to be borne on the establishment, or from the date of his application, whichever is later. The object of this latter alterna-

tive is to prevent unnecessary delay in the submission of applications. The rule may be relaxed, in this particular, by the authority sanctioning the pension when the delay is sufficiently explained.

1. The pension of an officer who, under Article 436, has received a gratuity in lieu of notice, is not payable for the period in respect of which the gratuity is paid.

931. The preceding Article applies to ordinary, not to special, cases. If, under special circumstances, a pension is granted long after an offi er has retired, retrospective effect should not be given to it without the special orders of the Government which granted it; in the absence of special orders such a pension takes effect only from the date of sanction.

932. In cases where considerable delay has occurred in making application for a Wound or Injury pension, it will be granted only f om the date of the report by the Medical Board, and no application for a gratuity or pen ion will be entertained unless submitted within five years of the date of the wound or injury.

933. When a pension is stated in Rupees, it is payable at any treasury in India; or, at the pensioner's option, at the Home treasury.

[illegible] 'rawn at or through the Home [illegible] exchange from time to time [illegible] een the British and Indian Governments subject to the condition that in the case of persons resident in any country in which the Indian Government rupee is not l g l tender, 1*s* 9*d* the rupee is fixed as the minimum rate at which the conversion into sterl ng shall be effected. The same rate of exchange applies to the issue of gratuities to persons residing in any country in which the rupee is not legal tender; but when the service of an officer to whom a gratuity is granted terminates in India, the gratuity should be paid in India.

NOTE 1—[Ordinarily, a pensioner who has been residing in India or other country in which the Indian Government rupee is legal tender, and who proceeds to a country in which the rupee is not legal tender is entitled to draw his pension from or through the Home treasury at the minimum rate of 1*s* 9*d* the rupee from the date only when he quitted the former country. But a pensioner who leaves India within six months of his retirement and proceeds to a country in which the rupee is not legal tender is entitled to draw his pension from or through the Home treasury at the minimum rate of 1*s* 9*d* the rupee from the date to which it has been paid in India, or if no payment has been made there, from the date of its commencement]

[illegible] minimum rate of 1*s* 9*d* [illegible] nder and continues to [illegible] that minimum rate for [illegible]

NOTE 3—[In the event of a case arising which appears not to be covered by the foregoing rules, reference must be made to the Secretary of State]

935. The rule in Article 934 appl es to an officer under covenant who is entitled by his covenant to pension; the covenanted rate of exchange for his pay and allowances does not, unless it is expressly so stated, apply to his pension.

PART X.

Transfers between England and India.

936. Transfer of a pension from an Indian treasury to the Home treasury and *vice versâ* is permitted within reasonable limits whenever desired.

NOTE.—[Frequent transfers of a pension to and from are not permissible, and the Accountant-General concerned should report to the Government of India, for special orders, any case in which it appears to him that undue advantage is being taken of the rule.]

937. Application for transfer of payment from India to the Home treasury should be made to the Accountant-General within whose jurisdiction the treasury of payment is, who will grant a last-pay certificate, forwarding a duplicate, with copy of the first page of the application upon which the pension was originally granted, to the India Office.

Section II.—Payment in India.

938. (*a*) The order granting a pension to be paid in India should be forwarded with a copy of the first page of the application in Form 25 or 26, or of the whole application if in Form 22, to the Audit Officer who submitted the application. He should compare the order with his report and then forward a copy thereof to the Accountant-General of the Province in which payment is to be made.

(*b*) In the case of persons for whom the forms referred to in clause (*a*) are not used, the information required for the Pension Payment Order should be communicated in a separate letter to the Accountant-General of the Province where payment is to be made.

(*c*) In the case of pensions to police officers on pay not exceeding Rs. 20 sanctioned under entry No. 40 of Appendix I, Part II, the order should be forwarded to the audit officer who would have reported on the claim had his certificate not been dispensed with. He will exercise the necessary check with reference to Article 922 and endorse it as in clause (*a*) above.

939. The Accountant-General of the Province in which payment is to be made will then communicate to the officer who is to pay the pension, authority to make the payment, in the case of a pension, such authority will be a Pension Payment Order in Form 27 or 28.

NOTE.—[Form 27 may not be used for pensions chargeable to Local Funds other than [illegible] ...ted (*see Article* 800) or Native [illegible] Government of India indicates the [illegible] to be followed when a treasury is [illegible] State

"When such payments on account of pensions are arranged for, the form of payment order should not be the same as that used for pensions payable from Indian Revenues. The order should be of the same kind as the Ordinary Pension Payment Order, but should be clearly distinguished in form."]

Procedure in paying.

940. A gratuity is paid in a single sum, and not by instalments, on receipt of the Accountant-General's authority.

941. A gratuity may, at the discretion of the Government of India, or with the sanction of the Government of India, on the application of the recipient, be converted either into a life annuity, or into a temporary life annuity, or into an annuity payable for a fixed number of years with remainder to the annuitant's heirs in case of his death. The amount of the life annuity or temporary life annuity will be determined by Table A printed in Appendix 10

942. The Government of India will never insist on the conversion of a gratuity into an annuity, unless the expectation of life of the officer be reported by competent medical authority to be equal to the average.

943. A pension is payable in India monthly on and after the first day of the following month under the following rules :—

No. 343.

Page 261, Article 943—

Substitute the words "one year" for the words "six months" in the second line of Rule 3 under this Article.

(5th Edition, No. 343, dated the 2nd March 1914.)

sioners of Divisions and to such other officers as it may ...

4 A pension is payable for the day on which the pensioner dies

money due, or to become due, on account of any such pension or allowance, shall be liable to seizure, attachment or sequestration by process of any Court in British India at the instance of a creditor, for any demand against the pensioner, or in satisfaction of a decree or order of any such Court."

Identification of Pensioner.

944 As a rule a pensioner must take payment in person after identification by comparison with the Pension Payment Order.

NOTE —[Officers of the classes mentioned in Articles 297 (c), (d) and (e), 654 and 678, whether appointed by the Secretary of State or not, are, when pensioned, paid on payment orders in Form 28 which do not contain a full description of the payee. In case of doubt, if such a pensioner is not known to the paying officer, he may be required to produce a life certificate or other evidence of identity]

945. A pensioner specially exempted by the Local Government from personal appearance, a female pensioner not accustomed to appear in public, or a male pensioner who is unable to appear in consequence of bodily illness or infirmity, may receive his or her pension upon the production of a life certificate signed by a responsible officer of Government or by some other well-known and trustworthy person.

NOTE.—[The power to grant exemption under this Article from personal appearance to draw pension may be delegated by a Local Government to any officer of not lower rank than Collector of a District]

946 A pensioner of any description who produces a life certificate signed by some person exercising the powers of a Magistrate under the Criminal Procedure Code, or by any Registrar or Sub-Registrar under the Registration Act, or by any pensioned officer who, before retirement exercised the powers of a Magistrate, or by a Chaplain, or any gazetted officer of Government or any person holding a Government title, is also exempted from personal appearance.

947. (*a*) In all cases referred to in Articles 945 and 946, the Disbursing Officer must take precautions to prevent impositions, and must, at least once a year, require proof independent of that furnished by the life certificate of the continued existence of the pensioner.

(*b*) For this purpose he should (save in cases of exemption from personal appearance granted by the Local Government) require the personal attendance and due identification of all male pensioners who are not incapacitated by bodily illness or infirmity from so attending, and in all cases where such inability may be alleged, he should require proof thereof in addition to the proof submitted of the pensioner's existence.

1. The Disbursing Officer is personally responsible for any payment wrongly made. In case of doubt, he should consult the Accountant-General.

2 A pensioner of rank may be privately identified by the Disbursing Officer and need not be required to appear at a public office.

948. Payment of pensions to Police pensioners are made in accordance with the rules in this Section, but if the Disbursing Officer entertains any doubt as to the identity of such a pensioner, he may require the local Inspector of Police to identify him. The Inspector would then be responsible for the correct identification of the pensioner.

Payment to Agents.

949. (*a*) A pensioner not resident in India may draw his pension at any treasury in India through a duly authorised agent, who must either produce a certificate by a Magistrate, a Notary, a Banker, or a Minister of religion, on each occasion, that the pensioner was alive on the date to which his pension is claimed, or execute a bond to refund over-payments, and produce such a certificate as aforesaid at least once a year.

(*b*) The pension of such an officer should not be paid on account of more than a year after the date of the life certificate last received, and the Accountant General should be on the watch for authentic information of the decease of any such pensioner, and on receipt thereof, should promptly forbid further payments.

Transfers in India.

950. A Local Government or an Accountant-General may, on application and on sufficient cause being shown, permit transfer o payment from one treasury in India to another. This jurisdiction may be delegated by the Local Government to Commissioners of Divisions, or to any higher executive authority.

951. (*a*) A copy of any order issued by a Local Government or other executive authority under the preceding Article, should be forwarded to the Accountant-General, and the Collector of the District from which the

payment is to be transferred should be instructed to return his half of the Pension Payment Order.

(b) The Accountant-General will then either issue a new payment order, or enface the payment order for payment at the new treasury, and forward it to the Treasury Officer, who will, in future, pay the pension, or, if the treasury is in another Province, will move the Accountant-General of that Province to do so.

952. A Collector or other District Officer may authorise payment in any of the outlying treasuries subordinate to his district treasury of a pension payable, under proper authority, at his head-quarters, and may transfer the payment of a pension from such subordinate treasury to the district treasury, or from one subordinate treasury to another in the same district.

Certificate of Non-Employment.

953. (a) A pensioner drawing pension in India is required to append to his bill a certificate as follows :—

No. 325.

Page 263, Articles 954-955—

Substitute the following for these Articles—

954. When the reverse of a Pension Payment Order is filled up, or when the pensioner's half is found to be worn or torn, both halves may be renewed by the Treasury Officer.

955. If a pensioner loses his half of the Pension Payment Order, a new order may be issued by the Treasury Officer, who should see that no payment is made on the half alleged to be lost by a strict observance of Rule 2 under Article 943. The necessary note should be made in the remarks column of the register in Form 39, Civil Account Code.

(5th Edition, No. 325, dated 1-9-13)

Page 263, Article 956—

Substitute the words "One year" for the words "Six months" in the first and second lines of this Article.

(5th Edition, No. 325, dated 1-9-13)

NOTE 1.—[The Local Government may delegate its powers under this Article to Commissioners of Divisions, o

NOTE 2.—[The term
which or by an authorit
Local Government in wh

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958. If the suspension of payment is attributable to error or neglect by any public officer, the Accountant-General may direct payment of the arrears without taking the orders of the Government.

Deceased Pensioners.

959. (*a*) On the death of a pensioner, payment of any arrears actually due may be made to his heirs, provided that they apply within ~~six months~~, from his death: it cannot be paid thereafter without the sanction of the Local Government.

NOTE.—[The Local Government may delegate its powers under this Article to Commissioners of Divisions, or to such other officers as it may desire.]

(*b*) But if the arrears do not exceed Rs. 100, and the case presents no peculiar features, the Accountant-General is empowered to pass the arrears on his own authority.

(c) After payment of the arrears of pension, the Pension Payment Order should be returned to the Accountant-General with a report of the date of the death of the pensioner.

960. Subject to the provisions of the preceding Article, the arrears of pension of a deceased pensioner may, if the amount does not exceed Rs. 500, be paid to the heirs of the deceased after such enquiry into the rights and title of the claimants as the Collector or other officer responsible for the payment may deem sufficient. If, however, there is any reasonable doubt in regard to the claim or title of the heirs, or if the amount due exceeds Rs. 500, the payment should be made only to the person duly authorised to receive assets belonging to the estate of the deceased.

961 If an officer dies before actually retiring or being discharged, his heirs have no claim to anything in respect to his pension

Section III.—Payment in England.

962. When a pension is granted to an officer who desires that payment thereof from the date of its commencement should be made at the Home treasury, the Audit Officer, who audits the pay of the officer, should, on receipt of sanction to the grant of pension, issue a last-pay certificate, and forward a duplicate thereof, together with copy of the first page of application for pension and the order of the Local Government granting the pension to the India Office. The forwarding letter should always request that payment be made from some specific date, the date being ascertained from the last-pay certificate.

963 If the pension is not wholly chargeable against the General Revenues, care must be taken to state in the certificate how it is to be charged.

964. The annuities and pensions of all officers are issued at the Home treasury monthly in arrear on the 16th day of each calendar month.

[illegible] the following quarterly dates, viz., to the 15th

[illegible]
pensioner is informed.

Section IV.—Payment in a Colony.

966. The rules in this Section apply to pensions granted under the rules in any Chapter of these Regulations. The pension of a pensioner residing in any Colony named in Appendix 15 may be paid there.

Issue of Warrant.

967 The authority for payment of a pension in a Colony shall be a Warrant in Form 29 to be issued—

(i) in the case of a pension granted to an officer serving elsewhere than under the Government of Madras or Bombay, or paid from an Indian treasury not in account with the Accountant-General, Madras or Bombay,—by the Comptroller, India Treasuries.

(ii) in the case of a pension granted to an officer serving under the Government of Madras or Bombay or paid at any treasury in account with the Accountant-General, Madras or Bombay; —by the Accountant-General. Madras or Bombay, as the case may be.

968 When a pension is first granted to an officer serving otherwise than under the Government of Madras or Bombay, and the pensioner desires that it shall be paid in a Colony, or when transfer of payment of a pension heretofore paid at some Indian treasury not in account with the Accountant-General, Madras or Bombay, from India to a Colony is desired, the Accountant-General shall furnish all particulars to the Comptroller, India Treasuries, who will issue the necessary Warrant

969. When a pension is first granted to an officer serving under the Government of Madras or Bombay, and the officer desires that it shall be paid in a Colony, or, if transfer of payment of a pension hitherto paid at some treasury in account with the Accountant-General, Madras or Bombay, from

PART X.

India to a Colony is desired, the Accountant-General, Madras or Bombay, as the case may be, will issue the necessary Warrant.

970. Every Warrant shall be issued in triplicate. The original, bearing the payee's signature, should be forwarded to the Colonial authority concerned, the duplicate to the Secretary of State, and the triplicate should be made over to the payee. Each payment should be endorsed on the back of both the original and the triplicate Warrant, an acknowledgment of receipt of money being rendered by the payee. When no space for such entries remains, or when a Warrant is lost or destroyed, a fresh Warrant shall be issued by the officer who issued the original Warrant on application being made through the Colonial Disbursing Officer

Rate of Exchange.

971. *Pensions stated in Indian money shall, in a Colony in which the* Indian Government rupee is not legal tender, except when it is otherwise arranged, be paid in sterling money at the rate of exchange annually fixed for the adjustment of transactions between the British and Indian Governments, subject to the condition that 1s. 9*d*. the rupee is fixed as the minimum rate at which the conversion into sterling shall be effected. Any payments made at a different rate or otherwise erroneously, should be adjusted in subsequent payments.

NOTE 1—[The same rate of exchange applies to the issue of gratuities to persons residing in any country in which the rupee is not legal tender; but when the service of an officer to whom a gratuity is granted terminates in India, the gratuity should be paid in India]

NOTE 2.—[Notes 1 to 3 under Article 934 apply, *mutatis mutandis*, to this Article]

NOTE 3.—[On Warrants [illegible]

Transfer of Payment.

972. (*a*) Transfer of a pension from an Indian treasury to a Colony the payments in which are adjusted in the accounts of the Home treasury is permitted only once, but a pensioner can at any time have payment transferred from a Colony to an Indian treasury, or from a Colony the payments in which are adjusted in the accounts of the Home treasury to England for direct payment from the Home treasury.

(*b*) In case a pensioner desires transfer of payment of his pension from one Colony to another, the Government of India will recognise the proceedings of the Colonial authorities sanctioning such transfer which should, however, be reported separately by the pensioner to the Government of India and to the Under-Secretary of State for India.

973 Upon his return to India an officer should deliver up his copy of the Warrant, which will serve the purpose of a last-pay certificate.

PART X

No. 328.

Pages 267 and 268. Chapter XLIX.—

Substitute the following for Articles 974, 975, 976, 977, 978 and 979:—

974 An officer on the Bengal Establishment who is not borne on the cadre of the Bengal Presidency, and is serving immediately under the Government of India, if he be in India, shall submit his application for permission to resign the Service, and for an annuity, to the Government of India in the Department under which he is serving, and the Department receiving the application will forward it, with any remarks that may be necessary, to the Home Department, which should obtain the report of the Comptroller, India Treasuries, upon the officer's claim in respect of service and active service and also as to whether there are any demands against him on account of the deduction prescribed in Article 556, or on any other account.

(5th Edition, No. 328, dated 1-10-13.)

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975 An officer on the Madras or Bombay Establishment, or on the ... re of the Bengal Presidency ... to the Government of Madras, ... will obtain the report of the ... certificate as provided in Article 974.

(5th Edition, No 328, dated 1-10-13.)

977. (*a*) An officer, who wishes to retire from the Service while on leave in Europe, must submit his application to the Secretary of State.

(*b*) When an officer makes his application under this Article, whether after completing his full period of service, or after having been declared by the Medical Board to be unfit for further service in India, his resignation is accepted, subject to the adjustment of any demands that may be standing against him in India; and he is directed to apply to the Government of India, the Government of Madras, the Government of Bombay or the Government of Bengal, as the case may be, for the annuity or gratuity to which his length of service may entitle him.

(5th Edition, No. 328, dated 1-10-13.)

Grant of Pension.

978 (*a*) In the case of a ... or gratuity to which the officer is entitled will be sanctioned.

(*b*) The copy of the sanctioning order forwarded to the officer will be his authority for drawing his annuity or gratuity.

(*c*) In the case of an officer on the Madras or Bombay Establishment, or ... f the Bengal Presidency, ... Government of Madras ...

(5th Edition, No. 328, dated 1-10-13.)

979. The annuity of an officer who leaves India by sea, when retiring from the Service at the end of subsidiary leave, begins, and his subsi... leave ends, on the day of the departure of the vessel in which he sails.

NOTE.—[As soon as an officer ... ge of his office, the Accountant General furnish the following information to ... nt of India in the F ...

Chapter XLIX.—Pensions to Members of the Indian Civil Service.

Section I.—Applications.

Retirement while on duty in India.

974. An officer on the Bengal Establishment serving immediately under the Government of India, if he be in India, shall submit his application for permission to resign the Service, and for an annuity, to the Government of India, in the Department under which he is serving: and the Department receiving the application will forward it, with any remarks that may be necessary, to the Home Department, which should obtain the report of the Comptroller, India Treasuries, upon the officer's claim in respect of service and active service, and also as to whether there are any demands against him on account of the deduction prescribed in Article 556, or on any other account.

975 Any other officer on the Bengal Establishment, if he be in India, shall submit his application to the Local Government under which he may be serving; and the Local Government will forward the application, with any observations as which may be necessary, to the Government of India in the Home Department, together with a No-demand Certificate from the Accountant-General. [1]

1 When preparing the No-demand Certificate, the Accountant-General should send the officer a copy of Article 981.

976. An officer on the Madras or Bombay Establishment, if he be in India, shall submit his application to the Government of Madras or Bombay as the case may be, who will obtain the report of the Accountant-General and the No-demand Certificate as provided in the two preceding Articles.

Retirement during leave to Europe.

977. (a) An officer, who wishes to retire from the Service while on leave in Europe, must submit his application to the Secretary of State.

(b) When an officer makes his application under this Article, whether after completing his full period of service, or after having been declared by the Medical Board to be unfit for further service in India, his resignation is accepted, subject to the adjustment of any demands that may be standing against him in India; and he is directed to apply to the Government of India, the Government of Madras, or the Government of Bombay, as the case may be, for the annuity or gratuity to which his length of service may entitle him.

Grant of Pension.

978. (a) In the case of an officer on the Bengal Establishment, if his resignation be accepted, the case should be forwarded to the Finance Department of the Government of India, in which Department the annuity or gratuity to which the officer is entitled will be sanctioned.

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(b) The copy of the sanctioning order forwarded to the officer will be his authority for drawing his annuity or gratuity.

(c) In the case of an officer on the Madras or Bombay Establishment, the annuity or gratuity will be sanctioned by the Government of Madras or Bombay, as the case may be.

Section II.—Payment.

979. The annuity of an officer who leaves India by sea, when retiring from the Service at the end of subsidiary leave, begins, and his subsidiary leave ends, on the day of the departure of the vessel in which he sails.

[illegible]

(1) Name of officer.
(2) Date on which he made over charge of his office.
(3) The amount of subsidiary leave granted, if any
(4) Date up to (and including) which subsidiary leave allowances have been drawn
(5) What demands, if any, are outstanding against the officer.]

Page 263, Article 961.— 268

Substitute the following for this Article :—

981. An officer on resigning the Service must report the place at wh[illegible] the payment of his annuity is desired, and if he is leaving India, the date [illegible] the departure of the vessel in which he sails. The report must be made to [illegible] Government of India in the Finance Department in the case of an officer [illegible] borne on the cadre of the Madras, Bombay or Bengal Presidencies and to [illegible] Government of Madras, Bombay or Bengal, if he belongs to the Madra[illegible] Bombay or Bengal cadres.

[illegible] the Accountant General to every offi[illegible] [illegible]ere will be delay in [illegible] [illegible]ayment is desired and if [illegible] [illegible]rticle 976.)]

(8th Edition, No. 338, dated 1-10-13)

(i) If the annuitant was on the Bengal Establishment,—$10\frac{2}{3}$ rupees for each pound sterling.

(ii) If the annuitant was on the Madras or Bombay Establishment, —10 65 rupees for each pound sterling.

NOTE —[The reasons for the difference in the rates of exchange are to be found in the history of the Annuity Funds. The rates of exchange differ considerably in the various Service Funds]

(b) Provided that any annuitant, who is a permanent resident in India, may, if he wishes to draw his annuity in that country, exercise the option

ment on account thereof will be made in India

986. An officer who resigns the Service while he is in Europe, and who has completed the requisite period of service and residence, and elected to draw his annuity from the Home treasury, can obtain advances from the Secretary of State for India, pending receipt of the authorities referred to in Article 978.

987. Payment of annuities may be made in any Colony named in Appendix 15 in accordance with the procedure laid down in Articles 966 to 973.

Chapter L.—Pensions to Chaplains.

988. Applications may be made to, and pensions are granted either by the Government of India, the Government of Bombay, or the Government of Madras (as the case may be), or by the Secretary of State.

NOTE —[A Chaplain who proceeds to Europe on leave should give the Secretary of State at least four months' notice, if he decides to retire without returning to India.]

if the latter, for what period.

989 A Chaplain proceeding to England on retirement, without applying for pension, should procure a certificate in Form 30—

(i) If he is a Chaplain on the Bengal Establishment, or a Chaplain of the Church of Scotland serving in the Bengal Presidency;—from the Comptroller, India Treasuries;

(ii) If he is a Chaplain on the Bombay or the Madras Establishment or a Chaplain of the Church of Scotland serving in Madras or Bombay;—from the Accountant-General at Bombay or Madras (as the case may be).

990. A Chaplain of the Church of England, who wishes to obtain pension from the authorities in India, must submit his application, through the

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Archdeacon or Bishop of his Diocese, to the Government of India in the Home Department if he belongs to the Bengal Ecclesiastical Establishment, and to the Local Government if he belongs to the Madras or Bombay Ecclesiastical Establishment.

991. A Chaplain of the Church of Scotland, who wishes to obtain pension from the authorities in India, must submit his application, through the Presidency Senior Chaplain, if he is not himself the Presidency Senior Chaplain, to the Government of India in the Home Department if he is serving in the Bengal Presidency, and to the Local Government if he is serving in Madras or Bombay.

992. The Home Department, or the Government of Madras or Bombay, before accepting the resignation of a Chaplain, should obtain a certificate from the Comptroller, India Treasuries, or the Accountant-General, Madras or Bombay, as the case may be, showing the Chaplain's service, residence, and the amount of pension to which he is entitled.

993. (*a*) In the case of the Bengal Presidency, if the Chaplain's resignation is accepted, the case should be forwarded to the Finance Department of the Government of India, in which Department the pension to which the Chaplain is entitled will be sanctioned.

(*b*) In the case of the Madras or Bombay Presidency, the procedure is the same, but the pension is sanctioned by the Government of Madras or Bombay as the case may be.

994. A Chaplain to whom pension has been granted in India should be careful before proceeding to England to obtain the usual certificate of the last issue of pay or pension to him in India.

PART X.

Part XI.—REGULATIONS RELATING TO TRAVELLING ALLOWANCES.

GENERAL ARRANGEMENT.

Part XI.

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PART XI.—REGULATIONS RELATING TO TRAVELLING ALLOWANCES.

Chapter LI.—Definitions and General Rules.

Section I.—Principles of Calculation.

995. Travelling allowance is given to an officer to cover the actual travelling expenses incurred by him in travelling in the interests of the public service. It is a fundamental principle that the allowance is not to be a source of profit, and, save as specially provided in these Regulations, no allowances are granted to meet the expenses of the families of officers accompanying them when travelling on duty.

Route for calculation of Travelling Allowance.

996. (a) For the purpose of calculating travelling allowance, a journey between two stations is held to be performed by the shortest of two or more practicable routes, or by the cheapest of such routes as may be equally short.

NOTE.—[Where there are alternative railway routes, and the difference between them in point of time and cost is not great, travelling allowance should be allowed for the route actually used.]

(b) The shortest route is that by which the traveller can most speedily reach his destination by the ordinary modes of travelling In case of doubt the Head of the Department concerned will, in respect of journeys within his jurisdiction performed by officers under his control, declare which shall be regarded as the shortest of two or more routes.

(c) If an officer travels by a route which is not the shortest, but which is cheaper than the shortest, his travelling allowance is calculated by the route by which he makes the journey.

997. The Local Government, or the Head of the Department in the case of journeys within his jurisdiction performed by officers under his control, for special recorded reasons, may permit travelling allowance to be calculated by a route other than the shortest or cheapest, provided that the journey is actually performed by such route.

NOTE.—[In the case of journeys between stations which are in the jurisdiction of different Local Governments, heads of departments under whose orders transfers are made from one Province to another may exercise the powers of a Local Government under Articles 996 and 997.]

998. The point in any station from which a journey is held to commence, or at which it is held to end, is the chief public office or any other point fixed for the purpose by the Local Government.

NOTE.—[See Note under Article 1065 (iii) (i)]

When means of locomotion are supplied.

999. An officer who is provided with and avails himself of the means of locomotion at the expense of the State or of Local Funds, either—

(i) may draw half the travelling allowance ordinarily admissible to him for a journey of the same kind, or

(ii) is subject to the deduction from his travelling allowance of such fixed hire or charge as the Local Government or the Head of an Imperial Department in respect of journeys within his jurisdiction performed by officers appointed by him and under his control, may by any general rules determine.

NOTE.—[The case of an officer who is supplied with a boat or carriage, but who pays all expenses of its use or propulsion, does not fall within clause (i) of this Article: in such cases a fixed hire under clause (ii) may be charged.]

1. This Article does not apply to—

(a) Officers of the fourth class.

(b) (i) Gazetted Officers and Rangers of the Forest Department serving in the Sunderbans Division. (ii) Certain officers and their establishments in Aden and in Persia and the Persian Gulf as detailed in the Manuals of the Audit officers concerned.	Are entitled to half the daily allowance ordinarily admissible.

(c) When travelling by steamer supplied at the expense of the State—

(i) The Executive Engineer, Eastern Nara, and his establishments. (ii) The establishment accompanying the Commissioner in Sind, the Deputy Commissioner, Upper Sind Frontier, and the Superintending Engineer, Sind.	Provided a certificate is furnished by the officer concerned that complete camp equipage was maintained throughout the period occupied by the journey.

(iii) Officers and subordinates of the Irrigation Department in Sind. These officers draw ordinary travelling allowances subject to the following conditions, namely,—

(1) that the officer concerned, or, if he be of lower rank than an Executive Engineer, the Executive Engineer, certifies that complete camp equipage was maintained throughout the journey, and

(2) that mileage allowance cannot be drawn in lieu of daily allowance for journeys over twenty miles by steamer or partly by steamer and partly by road, unless the portion of the journey performed by road exceeds twenty miles, when mileage should be calculated on the road journey only.

No. 205.

Page 275. Article 999.

Substitute the following for Rule 1(h) under this Article :—

(h) Officers using motor cars, motor-boats or motor-cycles supplied by Government or a Local Fund. These officers draw half the daily allowance ordinarily admissible, and are not entitled to exchange the daily rate for mileage under Article 1065.

In the case of officers who draw fixed travelling allowance, a deduction of Rs. 3 shall be made for every day on which they travel in motor-cars or motor-boats provided from General Revenues or Local Funds.

If a journey by motor-car, motor-boat or motor-cycle provided by Government or a Local Fund is combined with a road journey by ordinary conveyance, the officer so travelling may at his option draw either (1) the full daily allowance admissible under Article 1063; or (2) if the journey by ordinary conveyance exceeds 20 miles, the mileage allowance admissible under Articles 1034-1037. No extra allowance will in either case be drawn on account of the journey by motor-car, motor-boat or motor-cycle as the case may be.

(5th Edition, No. 205, dated 3-10-11.)

... 20 miles, ... allowance admissible under Articles 1034-1037. No extra allowance will in either case be drawn on account of the journey by motor-car.

(i) Officers of the Salt Department in Bengal when travelling by steamers or boats provided by Government. These officers draw daily allowance at ordinary rates, not subject to increase under Article 1140, but no mileage.

(j) Chauffeurs of motor-cars supplied by Government or a Local Fund, when performing road journeys on motor-cars in their charge and involving an absence of not less than one night from head quarters. In such cases, they will draw half the daily allowance *ordinarily admissible to officers of their class (Articles* 1002 and 1063), subject to a minimum of 6 annas in the Bombay Presidency and 4 annas elsewhere. The daily allowance is not exchangeable for mileage under Article 1065

2. Table-money under Article 1002 ...

Camp Equipment and Horses.

1000. When the Local Government is satisfied that it is in the interests of the public service that an officer required to travel on public duty should send his horses, camels, motor-cars, motor-cycles, bicycles, or camp equipment by railway or steamer or, in Burma, send his horses, by a vessel other than a

mer, it may, by special order in each case, permit him to recover, in tion to his authorised travelling allowance, the actual cost of their carriage n uding, whether separately charged for or not, the cost of conveyance of one syce and one grass-cutter for each horse.

NOTE.—[An officer in receipt of a permanent monthly travelling allowance is not entitled to the privilege of this Article.]

1001. The Local Government may prescribe such limitation as it thinks fit regarding the maximum weight of camp equipment and number of horses to be ca r ed by an officer of any class or department, and may, subject to such limitations, delegate its power of sanction under Article 1000 to any head of a department or controlling or inspecting officer.

Section II.—Classification of officers.

1002. For the ...

No. 68.

Page 276. Article 1002.

Substitute the following for clause "First" under this Article :—

First.—The first class includes members of the Indian Civil Service, members of the Provincial Civil Services holding "listed" appointments, Military Commissioned and Departmental officers, Chaplains, the officers mentioned in Appendix 18, and any other officer who holds an appointment the pay or maximum pay of which exceeds Rs. 500.

(5th Edition, No. 68, dated 1-12-10)

... Surgeons, Civil Apothecaries in Madras, Probationary and Assistant Superintendents of the Post Office, Sub-Deputy Collectors in Bengal and Assam, all Deputy Inspectors of schools in Eastern Bengal and Assam substantive or temporary, Assistant Deputy Educational Inspectors in Bombay, Female inspecting officers of lower rank than Inspectresses of schools, Probationary Deputy Collectors in Bengal, Probationary Deputy Collectors and Extra Assistant Commissioners in Eastern Bengal and Assam, qualified students of the Thomason College under practical training, and any other officer, not included in the first class, who holds an appointment the pay or maximum pay of which exceeds Rs. 100.

Third.—The third class includes all officers in superior service not included in the first or second class and jail warders in the Bombay Presidency drawing more than Rs. 10 a month.

Fourth.—The fourth class includes all officers in inferior service.

NOTE 1.—[Fitters and other mechanics employed on State Railways, and drawing a higher rate of pay than Rs. 12 a month, are held to be officers of the second or third class, according as their pay does or does not exceed Rs. 100 a month.]

NOTE 2. [The following Police subordinates are held to be in superior service if their pay exceeds Rs 10 a month:—

(a) Of rank higher than constable, everywhere.
(b) Of the rank of constable in the Aden and Makhi Dhand Police.
(c) Mounted constables in Sind.]

No. 97.

Page 277. Article 1004.

Substitute the following for this Article:—

1004. The Local Government may grant travelling allowance under these Regulations to any person, who is not a Government official and who may be required to attend any meeting of a Commission of enquiry or of a Board, Conference, Committee or departmental enquiry, convened under (or with reference to) its orders to transact or advise upon matters of public business or to conduct examinations held under its authority, or who may be required to perform any public duties in an honorary capacity; and may for this purpose declare, by general or special order, to what class such a person belongs and to what daily allowance he is entitled, subject to the conditions (1) that the ordinary daily allowances for officers of the first and second classes, respectively, shall not exceed Rs 5 and Rs. 3, and (2) that an *ex-*Government servant shall not be granted travelling allowance by a higher class than that to which he belonged when last in Government service. It may also, at its discretion, grant such a person, in lieu of travelling allowances under these Regulations, the travelling, hotel and carriage expenses actually incurred by him.

NOTE 1.—[The grant of travelling allowance under the Regulations is desirable, as far as possible, in all cases falling under this Article, as it avoids correspondence and tends to facility of audit.]

NOTE 2.—[The Local Government may delegate its powers under this Article to the Head of the Department concerned, or to the Government officer presiding over the meeting of the Commission, etc.]

(5th Edition, No. 97, dated 1-2-11.)

1007. An officer during transfer from an appointment in one class to an appointment in another class belongs to the class to which he would belong if holding the lower of the two appointments.

Temporary Employés.

1008. A person employed temporarily, by competent authority, is entitled to travelling allowances under the rules applicable to officers of corresponding rank with permanent appointments.

Combination of Appointments.

1009. An officer holding, either temporarily or permanently, two separate appointmen s is entitled only to the travelling allowance attached to one of them but in the ca [illegible] of permanent allowances, the Local Governmen may grant such a lowa [illegible] not exceeding he aggregate of the allowances attach [illegible] tha th office is, by reason of hol [illegible] travelling expenses beyond what h [illegible]

1010. An officer placed in charge of the current duties of an office is not entitled to the travelling allowance attached to the office, except under the special order of the authority empowered to give such charge and in the following cases:—

(*a*) An Assistant or a Deputy Superintendent of Police placed in charge of the office of a District Superintendent may draw the travelling allowance

of a District Superintendent, and an Inspector placed in charge o' the office of a District Superintendent, Assistant Superintendent or Deputy Superintendent may draw the travelling allowance of a Deputy Superintendent.

(b) An officer in the Survey of India, whatever his substantive rank may be, draws when in charge of a Survey Party, the travelling allowance of a Deputy Superintendent.

(c) A certain number of upper subordinates in the Buildings and Roads and Irrigation Branches, respectively, of the Punjab, the United Provinces and Bengal, according to a scale sanctioned from time to time by the Government of India in the Public Works Department, when placed in charge of districts or sub-divisions, are allowed travelling allowance at the rates admissible to Assistant Engineers, or Sub-Engineers, as may be ordered by the Local Government. Lower subordinates of the United Provinces, Buildings and Roads Branch, when similarly placed in charge of districts or sub divisions, within the scale referred to above, draw travelling allowance a' similar rates. Subordinates and Inspectors of Maintenance of the North-Western and Oudh and Rohilkhand Railways, when placed in charge of sub-divisions, or sub-districts, also draw travelling allowance at the rates admissible to Assistant Engineers.

(d) A lower subordinate placed in charge of a properly constituted sub-division in Bengal or in Burma may be granted the same travelling allowances as an upper subordinate when the necessity for such an arrangement arises in consequence of the paucity or absence of upper subordinates.

1 The Local Government may delegate its power under this Article to the Head of a Department or Commissioner of a Division.

Chapter LII.—Mileage Allowances.

Section I.—Travelling by Railway.

1011. Officers travelling by railway on duty are entitled to class accommodation according to the following scale:—

(a) *Officers of the First Class.*—First, or, where there are only two classes, upper class.

(b) *Officers of the Second Class.*—Second, or, where there are only two classes, apart from the intermediate, upper class.

(c) *Officers of the Third Class.*—Intermediate class, or if in the train by which the officer is required to travel there be no "Intermediate" compartment, then—

(i) where there are only two classes,—lower class;

(ii) where there are three classes,—second class, if the officer's pay or maximum pay is not less than Rs 50; otherwise, third class.

(*d*) *Officers of the Fourth Class.*—Lowest class, whether called lower, third or fourth.

NOTE.—[On the Darjeeling-Himalayan Railway all officers of the third class are entitled only to third class accommodation.]

[illegible]

and Poona are entitled to first class accommodation

(*b*) The Chief Observers at Lahore and Allahabad and clerks in the Calcutta, Madras and Bombay Meteorological Observatories when deputed to inspect observatories are entitled to second class accommodation, if they actually travel by that class.

(*c*) Deputy Inspectors of Schools in Bengal, permanent or temporary, are allowed 2nd class accommodation.

[illegible] allowance admissible to an officer of the first, second, or third [illegible] accommodation

No. 297.

Page 279. Article 1012.

Substitute the following for the 2nd item of the list of exceptions under this Article as amended by correction list No. 28, dated 1st October 1910 :—

	Annas.
[illegible]	4

(5th Edition, No. 297, dated 1-7-12)

in which an officer is provided with a free pass; and [illegible] granted on railways which are worked directly by Government.]

NOTE 2.—[The deduction made from travelling allowance under this Article shall ordinarily be for the full number of fares covered by the pass; that is, in the case of a 1st class pass, one first and two third class fares, and in the case of a 2nd class pass, one second and one third class fare. If the deduction made on any bill is less, the officer drawing the bill must attach a certificate that he did not use the pass in respect to the fare or fares for which the deduction is not made.]

1. Police Inspectors and Chief Constables in Bombay employed exclusively on railways are not liable to have their allowances reduced when they use a free pass

1014 When an officer is entitled to travel in a higher class at a lower fare, his travelling allowance must be reduced by the amount by which the fare of the class in which he travels exceeds the fare actually paid.

Unopened Lines.

1015 (*a*) An officer of the State Railways or the Telegraph Department travelling on an unopened line of railway by trolly, material train, or engine, draws in addition to the actual cost of haulage (if any) the following mileage allowances, *i.e* —

If an Officer of the first class	. . .	$1\frac{1}{2}$ annas.
Ditto	second class	9 pies.
Ditto	third or fourth class	3 ,,

(*b*) This Article is not applicable to officers of the Consulting Engineer's department, or to officers attached to open lines of railway.

(*c*) *An officer cannot draw any other allowance in lieu of, or in addition to,* this special allowance, except—

(*i*) when he makes a journey of less than twenty miles partly by trolly and partly by road in which case he can only draw daily allowance, for the whole journey; * and

(*ii*) when he remains absent from head-quarters for a night, in which case he can draw, at his option, either daily allowance, or the allowance admissible under this Article

(*iii*) when the conditions of Article 1061 (*a*) are satisfied, in which case he may draw also the allowances admissible under that Article.

NOTE.—[The special allowance admissible under this Article is not affected by Article 999.]

Section II.—Travelling by Sea or River.

1016. An officer when travelling by sea or in a river steamer, is allowed either free accommodation or the amount of passage money actually paid for accommodation, on the undermentioned scale:—

(*a*) *Officer of the First Class.*—First class for himself, and lowest class for two or, if his salary is not less than Rs. 1,000, three servants.

(*b*) *Officer of the Second or Third Class.*—Middle or second class for himself and lowest class for one servant.

(*c*) *Officer of the Fourth Class.*—Lowest class.

1017. The preceding Article is subject to the following provisos:—

(*a*) An officer of the second class whose pay is not less than Rs. 200, may elect for any journey to claim accommodation under clause (*a*), in which case he will also come under the other rules in this Section applicable to first class officers.

(*b*) The head of the office may direct that any officer whose pay does not exceed Rs. 30 shall be allowed accommodation under clause (*c*) only.

1018. The Director of the Royal Indian Marine when travelling on duty by sea or in a river steamer, and the Political Resident at Aden when travelling on duty by sea in that capacity, may recover the actual cost incurred by them in securing reserved accommodation up to an amount not exceeding double that admissible as passage-money for themselves under Article 1016 (*a*).

1019. The Travelling Inspector of Emigrants, Assam, while actually engaged on the duties of Travelling Inspector, may draw first class fares for journeys by steamer

* When the journey is more than twenty miles and is made partly by road and partly by trolly the allowances are regulated by Article 1065 (*iii*)

1020. In cases of doubt or in cases in which, owing to the arrangement of the classes on the steamer, the rules, if construed strictly, involve hardship, the Local Government or the Head of a Department in respect of non-gazetted subordinates, has power to decide what class of accommodation any particular officer should be allowed.

1021. Except as provided in Articles 1000, 1094 (Exception I), and 1098, no more personal luggage can be carried at the expense of the State than the quantity the freight on which is included in the charge for passage.

Table-money.

1022. If board is provided on the vessel either by its owners or Commander

Page 281. Article 1022.

Omit the word "not" between "is" and "reckoned" in the third line of this Article.

(5th Edition, No. 9, dated 1 8 10.)

(i) If the board includes wines and liquors, three-twentieths of salary up to a maximum of Rs. 8.

(ii) Otherwise, three-fortieths of salary up to a maximum of Rs. 4.

NOTE.—[In the case of Political Officers in the Persian Gulf and at Muskat travelling on duty in H. M.'s ships or R. I. M. vessels, table-money is recovered at the rate of three-fortieths of salary up to a maximum of Rs. 4 a day whether board includes wines or not.]

1023. If board is not provided on the vessel, or, though provided, cannot, owing to caste or other religious scruples, be availed of, an officer of the second, third, or fourth class is entitled to table-money for every day on which he dines on board—

(i) At the rate of daily allowance prescribed in Article 1063, subject to a minimum of four annas for himself and for each member of his family for whom passage-money is admissible and who is not less than six years of age; and

(ii) At half such rate for each such member of his family who is less than six years of age.

Explanation.—Table money is not recovered from an officer of the second, third, or fourth class in the case mentioned in Article 1022, nor paid to an officer of the first class in the case mentioned in Article 1023.

1024. Port Officers when travelling on detached duty are not subject to any deduction on account of table-money if board is provided on the vessel; and, if board is not provided, they are entitled to table-money at the rates of daily allowances prescribed in Appendix 25.

1025. A second class passenger is not entitled to be supplied with mess at the Commander's table, unless no other mess is provided on the steamer.

1026. When the route by which an officer is entitled to draw travelling allowance embraces a journey by sea which is not actually undertaken (whether owing to the officer's not travelling by the direct route or otherwise),

table-money should be recovered from or paid to such officer for the average number of days which the passage occupies, such average, in case of doubt, being determined by the Local Government.

Note.—[Articles 1022 to 1026 regarding the recovery of table-money apply to voyages in the neighbourhood of India only.]

1027 and 1027A. *Cancelled.*

Government vessels.

1028. An officer is bound to travel in an Indian Government vessel, if suitable accommodation be offered to him.

1029. An officer travelling otherwise than on payment of passage-money in a vessel, the cost of which is paid by the State or Local Funds, is subject to the rules regarding scale of accommodation in Articles 1016 and 1017 and table-money in Articles 1022 and 1023. But the travelling allowance of an officer travelling in a vessel, the crew of which is paid by himself and not by the State or Local Funds, is regulated by Article 999.

1030. The rates payable to Commanders of Government vessels for the entertainment on board of officers of the first and second classes together with their families and servants, and all officers in inferior service, when such officers travel as ordinary passengers, and the rates payable for the entertainment on board a vessel of the Royal Indian Marine of officers travelling on special occasions are contained in Appendix 19.

Crossing River by Steamer.

1031. The rules in this section apply to an officer crossing a river by steamer in the course of a journey; but when such river crossing occurs in the course of a railway journey, and the charge therefor is included in the railway fare, the rules in Section I of this Chapter are applied.

Embarking and Disembarking.

1032. In addition to passage-money an officer travelling by steamer is reimbursed the actual expenses incurred by him in embarking and disembarking, *i.e.*, the charges from the quay to the vessel, such as wharfage fees, boat-hire, and the like. Charges incurred on shore are not reimbursed.

Section III.—Travelling by Road.

1033. Travelling by road includes travelling by sea or river otherwise than in a steamer (*e.g.*, by steam launch or by boat), and travelling by canals.

Ordinary Mileage Rates.

1034. (*a*) For journeys by road, mileage allowance is calculated at the following rates :—

Officers of the 1st class	8 annas	Officers of the 3rd class	2 annas
" " 2nd "	4 "	" " 4th "	1 anna

provided that (except in cases of transfer) a non-gazetted ministerial or a menial officer is only entitled to actual travelling expenses not exceeding the rate for his class. [*See Rule 1 under Article 1065 (ii).*]

(*b*) In cases where the journey is made by a motor-car service open to the public on hire, the allowance shall not exceed twice the actual fare charged.

1035. In calculating travelling allowance at mileage rates, fractions of a mile should be omitted, but only in the total of a bill for any one journey, and not in the various items which make up the bill.

Special Mileage Rates.

1036. (*a*) The undermentioned Revenue and Forest officers in Madras receive mileage at the rates shown below when travelling on tour within their respective districts or charges :—

Page 283. Article 1036.

Insert the words "Assistant Conservators when placed ... charge of Forest Divisions" after "Deputy-Conservators" in ...

No. 98.

Page 283. Article 1036.

Substitute the following for the 3rd item of the list ... (b) of this ... of this Article :—

Assistant Inspectors of Schools, Bengal and Eastern ... Assam

Page 283. Article 1036.

Substitute the following for the 2nd item of the list in Clause (a) of this Article as amended by correction list No. 28, dated 1st October 1910 :—

6 8 0

(5th Edition, No 297, dated 1-7-12.)

1037. (*a*) When an officer of a class lower than the first is required by superior authority to travel by special means of conveyance, the cost of which exceeds the daily allowance under Article 1063 when daily allowance only is admissible, or the mileage admissible under Article 1034, the actual cost of transit may be drawn in lieu of daily allowance or mileage. The bill for the actual cost of transit must be ... ed by the superior authority and countersign ... certifying

that the use of the special means of conveyance was absolutely necessary, and specifying the circumstances which rendered it necessary.

(*b*) The Audit Officer will report, for the orders of the Local Government, any case in which the concession appears to have been improperly granted.

Chapter LIII.—Travelling Allowances for Journeys on Tour.

Section I.—General Rules.

1038. An officer other than one of those referred to in Article 1039, whose duties, whether ordinary or special, necessitate his travelling within or (under proper authority) beyond the circle of his ordinary jurisdiction is entitled to travelling allowance which may be either—

(*a*) a permanent monthly allowance ; } These may, under certain conditions,
(*b*) a daily allowance ; } be exchanged for mileage under Chapter LII.

(*c*) a conveyance allowance or actual conveyance hire.

Journeys to hill stations do not come within this rule.

1. An officer undertaking a journey to attend a Chapter of the Star of India or of the Indian Empire to which he has been summoned, travels on duty within the meaning of this Article.

2 A Chaplain proceeding to a distance from head-quarters to solemnise a marriage ; or a medical officer leaving his station to attend upon the am[illegible] of public officer, which he is not bound to attend free of charge as a part of his regular duties, is not travelling on duty within the meaning of this Article.

1039. The pay of the officers named in Appendix 20 has been fixed so as to compensate them for the cost of ordinary journeys (other than journeys by rail or steamer) within their respective jurisdictions, and they are not entitled to travelling allowance for such journeys. When travelling by rail or steamer within jurisdiction, they are entitled to travelling allowance under Articles 1011 to 1032. When proceeding under proper authority beyond their jurisdiction, they are entitled to travelling allowance for the[illegible] journey, including such part of it as is within their ju[illegible]

NOTE 1 —[Zilladars and Veterinary Assistants se[illegible] in Baluchistan are only entitled to actual rai[illegible]

NOTE 2 —[Revenue Surveyors i[illegible] neys of any description w[illegible] they are entitled [illegible]

in A[illegible]
Gove[illegible]

for, an[illegible]
on any[illegible]
P.

No. 132.

Page 284. Article 1039.

Substitute the following for Note 2 under this Article:—

NOTE 2 —[Revenue Surveyors in Burma are not entitled to travelling allowance for journ[illegible] any description within their jurisdiction. When travelling beyond their jurisdiction they draw actual travelling expenses incurred on the journey limited to the amount of the trav[illegible] allowance admissible to officers of their class]

(5th Edition, No. 132, dated 6-4-1911)

Tents.

1042. (a) The Local Government, or the Head of an Imperial Department in respect of his subordinates, is empowered to lay down the scale of Government tents to be supplied for the use on tour of any particular officer or class of officers for office and, if it think fit, private purposes.

(b) When tents which are the property of Government are used only for office purposes by an officer on tour, they are carried at Government expense. When they are used partly for office and partly for private purposes, the officer using them must, save as provided in Article 1000, pay half the cost of carriage. When they are used wholly for private purposes, the officer using them must, unless the case is met by Article 1000, pay the whole cost of carriage.

1043. *Cancelled.*

Section II.—Permanent Allowances.

1044. A permanent monthly travelling allowance is granted in lieu of all other travelling allowances for journeys within an officer's circle of duty, and is drawn all the year round, whether the officer entitled to it is at the time absent from his head-quarters or not. Officers in receipt of such an allowance should deduct from the amount drawn each month, the value of the fares for any railway journeys for which they have used a free pass during the month.

Exceptions.—The following officers who draw permanent monthly travelling allowance may draw single fare for a journey by rail in addition :—

(a) District Inspectors of Excise in the Central Provinces, provided the Deputy Commissioner certifies that the journey by rail was necessary and that the Inspector has duly earned the monthly allowance

(b) Police Inspectors in Bombay.

(c) District Inspectors of Schools in the Punjab—with the special sanction of the Post Master-General for journeys made by them as Inspectors of School Post Office

(d) Munshis and clerks attached to Canal Divisions of the Public Works Department and Sub-divisional clerks and munshis on the establishment of the Executive Engineer, Kumaun Government Estates, United Provinces.

1045. The Local Government may, either by a general order, applying to a class of officers or by a special order, permit an officer whose circle of duty extends beyond the limits of a single district, to draw, whenever his actual travelling expenses for a duly authorised journey on duty by public conveyance exceed double the amount of his permanent allowance for the period occupied in such journey, the difference between such double permanent allowance and the allowances admissible under Chapter LII in addition to his ordinary permanent allowance for such period.

1046. An officer in receipt of a permanent monthly allowance may, when proceeding, under proper authority, beyond his jurisdiction, exchange his permanent allowance for the entire journey, including such part of it as is

within his jurisdiction, for the allowances admissible under Article 1065, the daily allowance being taken to be one-thirtieth of the permanent monthly allowance.

1047. A permanent monthly allowance cannot be drawn during absence on leave, or during joining time, or for any period for which travelling allowance of any other kind is drawn. But save as provided in this Article a permanent allowance may, at the option of the officer receiving it, be drawn in lieu of any other travelling allowances admissible under these Regulations.

1048. Permanent monthly allowances are granted to the officers named in Appendix 22 at the rates shown therein.

Additions to this Appendix can be made only with the sanction of the Government of India.

1049. (a) The Local Government may grant to a Forest officer, in lieu of other travelling allowance, a permanent allowance, according to the following scale :—

	Rs.
To an officer in charge of a circle	150 a month.
To an officer in charge of a division—	
(i) If a member of the Imperial Forest Service or an Extra Deputy Conservator	100 „
(ii) If an Extra Assistant Conservator or a probationer for the Provincial Forest Service	75 „
(iii) If below the rank of Extra Assistant Conservator .	50 „
[illegible]	
[illegible]	60 „
[illegible]	20 „

(b) Where a charge is specially extensive, or travelling is unusually costly, the above scale may be increased, with the previous sanction of the Government of India, by twenty-five or fifty per cent.

1050. Conservators of Forests in Madras may grant a Forester not in charge of a Range a permanent monthly travelling allowance not exceeding Rs. 8.

→ 1051. Munshis and clerks attached to Canal Divisions of the Public Works Department and sub-divisional clerks and munshis on the establishment of the Executive Engineer, Kumaun Government Estates, United Provinces, who are liable to be at any time required to go on tour, may, at the option of the Local Government, be granted a permanent monthly allowance of Rs. 10, in lieu of all other travelling allowance.

NOTE.—[Munshis and clerks stationed beyond the external boundaries of the Hazara, Peshawar, Kohat, Dera Ismail Khan or Dera Ghazi Khan districts, receive a permanent monthly allowance of Rs 15, with the sanction of the Local Government in each case]

Section III.—Daily Allowances—Conditions.

1052. (a) A daily allowance is intended to cover the ordinary daily charges of an officer on tour; it is drawn only during absence from head-quarters on

duty, including the period of halts on duty, or on an authorised holiday, during such absence.

(*b*) Save where otherwise expressly provided, daily allowance is inadmissible for journeys, or halts in the course of journeys, under any other Chapter of these Regulations.

1053. The period of absence from head-quarters begins on the day on which the officer actually leaves head-quarters, and ends on the day on which he returns to them. It is not reckoned by the departure or return of his camp equipage.

1054. (*a*) The Local Government may apply the provisions regarding a halt at head-quarters, contained in Article 1059, subject to the conditions and certificates therein specified (as far
restrictions as may seem requisite, to the
the departure from, or arrival at, head-qu
equipage.

(*b*) In the case of officers in Sind, the Local Government may similarly apply the provisions of Article 1059 to the period, if any, intervening between the engagement of camp equipage, and the departure from head-quart-

allow-
stance
stance
iles of

No. 99.

Page 287. Article 1055.

Substitute the following for Exception 2 to this Article —

2 In the Bombay Presidency, general-duty Karkuns, general-duty Circle Inspectors and their peons, Talatis deputed on duty outside their jurisdictions, Taluka Head Munshis in the Province of Sind when deputed to carry out field inspections or other similar work ordinarily

carried out by
receive a horse a
exempted from
the Madras Presidency.

(6th Edition, No. 99, dated 1 2 11)

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(6th Edition, No. 30, dated 1-10 10)

Halts during Tour.

1056. A daily allowance may not be drawn for more than ten days of a halt at one place. But general exemptions from the operation of this rule may be sanctioned by the Local Government by a general rule or order, where they are satisfied,

(*a*) that prolonged halts are necessary in the interests of the public service, and

(*b*) that such halts necessitate the maintenance of camp equipage or, where no camp equipage is maintained, entail extra expense on the officer after the first ten days.

Similar exemptions, subject to the same conditions, may be granted in individual cases up to a limit of 30 days by Imperial Heads of Departments and Provincial Heads of Departments, Commissioners of Divisions, Settlement Commissioners, and Superintending Engineers to whom the Local Government may delegate authority for this purpose

It is open to the authority sanctioning the exemption to lay down any limits or conditions, which it may think fit to impose; for instance, when an exemption is made under this Article, the full daily allowance admissible unde rule may be reduced by such an amount, and may be granted for such number of days, as the sanctioning authority may deem proper in each case.

NOTE 1.—[A General duty Karkun in Bombay draws daily allowance for the first 120 days of absence from ead-quarters in each financial year, irrespective of the limitation

No. 69.

Page 288. Article 1056.

Substitute the following for Note A under this Article :—

6' ## No. 312.

Page 288. Article 1057.

Substitute the following for this Article :—

1057. (*a*) For the purpose of Article 1056 a halt is continuous unles *terminated* by an absence at a distance exceeding five miles for a perio includi

(*b*)

which

For su

entitled to them, allowances under Section V, Chapter LIII.

(*c*) After the expiry of ten days an officer may draw travelling allowance under the ordinary rules for journeys from the halting place, even though followed by a return to it.

Note.—[In Articles 1056 and 1057, the halting place for the purposes of Article 1055 should be considered to be the officer's temporary head-quarters.]

(5th Edition, No. 312, dated 1-8-12)

head-quarters.

1059. (*a*) A Local Government may, by general or special order, permit any officer or class of officers to draw, during a halt at head-quarters, the actual expense (not exceeding the daily allowance) of keeping up camp equipage (when it is necessary to do so) during a halt: provided such actual expense may not be drawn for a longer period than twenty-one days in Sind or Rajputana, and ten days in other places.

Explanation.—A halt is not interrupted for the purpose of this rule by an absence on duty from the place of halting for less than three nights.

(*b*) An officer drawing an allowance under this Article, for a halt at head-quarters, must certify that he has during such period kept up the whole or part of his camp equipage, and that the expense so incurred is not *less than* the halting allowance drawn. In the case of a non-gazetted or menial officer

the head of the office must also certify that it was necessary for such officer to keep up the whole or a part of his camp equipage as the case may be.

(c) Except in the case of officers to whom Exception 2 to Article 1055 applies, a halt within five miles of head-quarters in the course of a tour is, for the purpose of this Article, treated as a halt at head-quarters.

[illegible] of the Local Government, [illegible] of munshis and clerks [illegible] the case of such officials [illegible]

1060. The Local Government may determine, in case of doubt, what are the head-quarters of any officer serving under it. The Head of an Imperial Department may similarly decide in the case of his subordinates.

Cumulative Allowances

1061. (a) An officer compelled, on a sudden emergency, to leave his camp and proceed rapidly on duty to a place more than twenty miles distant, may, under the special order of the Local Government, draw the actual expense of maintaining such camp, not exceeding the daily allowance, in addition to the allowances admissible under Chapter LII, whether the camp be moved or not.

(b) The Local Government may delegate its power under this Article to the head of a department.

1062. An officer entitled to daily allowance, whose jurisdiction extends over a whole province, may, when making a journey of over a hundred miles to the first and from the last camp of a tour, in lieu of the daily allowance admissible for the days occupied by such journey, recover the whole necessary expenditure incurred thereupon, including the conveyance of camp equipment, servants horses motor-cars, motor-cycles, bicycles and private baggage. The number of servants, horses, motor-cars, motor-cycles, bicycles and the quantity of private baggage to be thus charged for should be fixed by the Local Government.

Section IV.—Daily Allowances—Rates.

1063. Officers are entitled to daily allowances as follows :—

(i) An officer of the first class, Rs. 5.

(ii) An officer of the second class, four annas for every Rs. 25 or fraction of Rs 25 of the pay or maximum pay of his appointment, subject to a maximum of Rs. 3.

(iii) An officer of the third class, two annas for every Rs. 12½ or fraction of Rs. 12½ of the pay or maximum pay of his appointment, subject to a minimum of six annas in the Bombay Presidency, or four annas elsewhere.

PART XI.

U

(iv) An officer of the fourth class, three annas if he travels over more than one province, and two annas if he travels over a single province.

Exceptions —(*a*) The officers mentioned in Appendix 25 are entitled to daily allowance as shown therein.

(*b*) In the Forest Department (1) officers of all classes below the first, including the In- [illegible]

(*bb*) The camp clerk of the Inspector General of Irrigation draws a daily allowance of Rs. 2 which may, in special cases, be increased by the Inspector General to Rs 3. The peons who accompany the latter on tour draw a daily allowance of four annas.

(*c*) The Vice-Consul at Jeddah and the Vice-Consul for Hodeida and Kamaran, when travelling in their Vice-Consular capacity on the public service in the Hedjaz, Red Sea, etc, are reimbursed their actual travelling expenses and receive in addition £1 per diem for subsistence.

(*d*) Clerks accompanying His Excellency the Viceroy, a member of the Viceroy's Council, or a Secretary to the Government of India on tour draw for the whole period of the tour extra allowances according to the following scale. Travelling allowance may not be drawn in addition when the means of locomotion are provided at the expense of the State :—

(i) Clerks on salaries of less than Rs. 100—Full salary, provided the sum of salary and allowance does not exceed Rs. 150 a month.

(ii) Clerks on salaries of not less than Rs. 100, but less than Rs 200—Half salary, provided the sum of salary and allowance does not exceed Rs. 266⅔ a month

(iii) Clerks on salaries of Rs. 200 and above—One-third salary to a maximum of Rs. 200 a month.

NOTE —[*The Hospital Assistant attached to the Viceroy's dispensary, when accompanying His Excellency on tour, is treated for the purposes of this rule as a clerk.*]

(*e*) Permanent clerks, potdars and shroffs deputed to accompany remittances beyond their provinces to the places named below, are entitled to daily allowances at the following rates for the period of their absence on duty :—

	Clerks.	Potdars and Shroffs.
	R a. p.	*R a. p.*
(i) Bombay, Calcutta, Karachi and Rangoon . .	1 4 0	1 0 0
(ii) Other places	0 12 0	0 8 0

The Head Commissioner of Paper Currency and Comptroller General may however grant Rs. 1-8 to clerks, Rs 1-4 to potdars or shroffs and annas 4 to peons, when he is satisfied that the rates otherwise admissible are insufficient.

(*f*) Clerks and Hospital Assistants accompanying the Lieutenant-Governor of the [illegible] salary, subject to a maximum [illegible] te on which the camp leaves head- [illegible] ntitled to the free carriage of their [illegible] of Bengal on tour also draw allowances at the above rates.

(*g*) Settlement and Assistant Settlement Officers and Excise Deputy Collectors in Bengal are entitled to daily allowance at the following rates :—

(i) Officers on pay of Rs 700 or upwards, Rs. 7-8-0 a day.

(ii) Officers on pay of less than Rs 700 a month, 50 per cent. in excess of the rate of [illegible] t in the [illegible] the 24- [illegible] in the [illegible]

(*h*) Cash sircars and potdars on the Eastern Bengal State Railway, when temporarily employed in the capacity of Assistant Pay clerks, and travelling with cash on the line, draw travelling allowance at the same rate as Assistant Pay clerks.

PART XI.

No. 143.

Page 291. Article 1064.

Substitute the following for clause (2) of this Article :—

(2) Secretaries or Joint Secretaries to Government in the Public Works Department of Madras, Bombay, Bengal, the United Provinces, Punjab, Burma and Eastern Bengal and Assam, when travelling with the Governor or Lieutenant-Governor, are entitled to a daily allowance of Rs. 10.

(5th Edition, No. 143, dated 1-6-11)

Section V.—Mileage in lieu of Daily Allowances.

When Daily Allowances are exchangeable.

1065. An officer may for any day draw in lieu of his daily allowance—

(i) if he travels by railway or steamer or both, the allowances admissible under Articles 1011 to 1015 or Articles 1016 to 1032, or both, as the case may be;

(ii) if he travels more than twenty miles by road, or if, being a non-gazetted ministerial or a menial officer, he travels by public or hired conveyance under a certificate from the head of the office that he was required t[illegible], the allowances admissible under Chapter LII.

[illegible] officer is only entitled to actua[illegible]
[illegible] his class. Such actual expenses
[illegible] Government may prescribe, *e.g.*,
[illegible] daily allowance for mileage either

[illegible] month and all Deputy Rangers
[illegible] expenses for journeys by boat.]

[illegible] the application of this Article to
[illegible]nce to be travelled in any one day
[illegible], or otherwise, as it thinks fit.

[illegible]ng down a scale or lim[illegible]
[illegible] class, the Gover[illegible]

[illegible] such local
is practicable, [illegible] of them. And the Governor-General in Coun[illegible] actual expenses for which ministerial officers or menial servants may on certain occasions exchange daily allowance, besides being subject to the general mileage limits prescribed *in these Regulations*, shall also be to any further *restrictions or limits* which the *Local Government may from* [illegible]

fit to prescribe. Such restrictions or limits may, if considered advisable, amount to an absolute prohibition of the exchange of daily allowance for mileage in certain cases, ... or they may consist only in the prescribing of a subsidiary scale "]

(*iii*) if he travels partly by road and partly by rail or steamer, or both—

(1) in respect of the road journey, the allowance admissible under *Articles 1033 to 1037, limited unless the conditions of clause* (*ii*) of this Article are fulfilled, to the amount of the daily allowance;

NOTE.—[In determining the allowance admissible under clause (iii) (1) for a road journey other than a journey to and from an officer's head-quarters the distance actually travelled on duty shall be taken into account, without reference to the situation of any public office or other point fixed by a Local Government under Article 928, provided that the road and rail journeys are made on the same day and in continuation of each other.]

(2) in respect of the journey by railway or steamer, the allowances admissible under Article 999, or Articles 1011 to 1015,] or Articles 1016 to 1032, or both, as the case may be.

1066. In the case of officers whose salary does not exceed Rs. 200 a month the Local Government may, by general or special order, and subject to such conditions as it thinks fit to impose, permit any officer or class of officers to draw allowances admissible under Chapter LII for the whole period of any absence from head-quarters, on condition that no daily allowance is drawn for such period, if it considers that their duty is such that the daily allowance is not sufficient to cover travelling expenses.

Officers attached to Railways.

1067. The following officers, whose duties require them to travel con-stantly by railway, are not entitled to allowances under Artic[illegible]
except in cases of transfer from one line to [illegible]
allowances for any day on which [illegible]
than eight hour[illegible]
pass, th[illegible]
ing the[illegible] [illegible] of this

De[illegible]

Ra[illegible]

All [illegible]

Sub[illegible]
partme[illegible]

All [illegible]
medica[illegible]
except t[illegible]

The [illegible]
Railway [illegible]

1 Ins[illegible] [illegible] Railways are not entitled to draw allowances under this Arti[illegible] are, under special circumstances, absent from head-quarters for more than four hours between 9 P.M. and 5 A.M., such absence being certified by the head of their department.

NOTE.—[The Railway Board may grant at their discretion travelling allowance under this rule to Permanent-Way Inspectors temporarily transferred from open to unopened (construction) lines.]

2. The proviso in Article 23 applies to allowances drawn under this Article.

3 In cases in which any of the above-mentioned officers makes a road or steamer journey in combination with a railway journey, he may, if he travels to a place distant five miles or more from the point where he leaves the railway, draw in addition allowances under Articles 1033 to 1035, or Articles 1016 to 1021.

NOTE.—[The time thus spent on the road or steamer journey must be neglected by the officer in calculating the duration of absence from his station for the purpose of claiming daily allowance under this Article]

No. 82.

Page 293. Article 1068.

Insert the following as Rule 1 under this Article:—

1. Superintendents and Assistant Superintendents, Railway Mail Service, and Inspectors of Shorting are entitled, for journeys by road of not less than a mile, to mileage under Articles 1033 to 1035, but the time spent on such journeys must be excluded in calculating the duration of absence from headquarters for the purpose of claiming daily allowance under this Article.

(5th [illegible]dition, No. 82, dated 2-1 11.)

[illegible] beyond the limits of the railways and lines to which [illegible]ey are attached, are entitled to special daily allowances at Rs. 6 and 4, respectively, a day of not less than six consecutive hours.

[illegible]TE.—[In case of transfer, the officers mentioned in this Article are entitled to travelling [illegible]ce under Article 1013]

9. Superintendents and Assistant Superintendents, Railway Mail and Inspectors of Sorting may also draw daily allowance, if they [illegible]t from head-quarters for a continuous period of six hours, forming [illegible]ne day and part of the next: Provided that if further daily allow-[illegible]count of any other journeys is earned under the preceding Article [illegible] days, it shall be drawn for only one of the two days.

Officers in the Survey of India Department

The following special rules apply to officers in the Survey of

[illegible]ey officer may, for a journey in the field, exchange his daily [illegible]wance for the allowance admissible under Chapter LII when he is specially authorized by the Surveyor-General [illegible]puty Surveyor-General, and when he has to travel by [illegible] or hired conveyance or is employed on special duty.

to railway fare. An inferior servant named in Appendix 20 may draw daily allowance in addition to the rail or steamer fare admissible under Article 1039 for an authorised journey beyond jurisdiction, but not for one within jurisdiction.

NOTE.—[In the Madras Presidency, the Local Government is authorised to sanction, in addition to daily allowance, the grant to inferior servants of all classes of actual expenses for travelling by boat or ferry, during journeys outside jurisdiction, though such journeys do not exceed 20 miles.]

No. 74.

Page 296. Article 1075.

Add the following at the end of the second sub-paragraph of this Article.

A [illegible] may however grant a special daily conveyance [illegible] Assistant or Sub Assistant Surgeon for the periods during [illegible] he has an unusual amount of travelling [illegible]

[illegible]

Add the following to Exception 2 under this Article:

[illegible]

107[illegible] ance al[illegible] be dra[illegible] [illegible] 1076.

Substitute "34 ½" for "34" in line 2 against "Benga[illegible]" Exception 2 under this Article.

[illegible]

Substi[illegible] Article :-

Exception [illegible] in the case of [illegible] is thereby [illegible] Bomb[illegible] Beng[illegible] East[illegible] (4th Edit[illegible]

Substitute the following for Exception 1 under this Artic[illegible]

[illegible]

([illegible] No. 151, dated [illegible])

each case in the following table may be granted to a subordinate named in the first column by the authority specified in the third column if such subordinate has a large amount of travelling at or near head-quarters.

(*b*) This allowance is forfeited whenever daily allowance or road mileage is drawn.

PART XI.

No. 101.

Page 297. Article 1077.

Substitute the following for the entries under "Public Works Department" and "Forest Department" in the table in clause (c) of this Article :—

Public Works Department.	Rs.	
*Upper Subordinate	30	
Canal Zilladar; and Canal Darogha employed on Inundation Canals in the Punjab .	15	Manager and E[illegible]
egyi of Irrigation Circle, Burma (on condition that a horse [illegible]		

[illegible] Department

* Upper Subordinates receive a horse allowance of Rs 35 a month in (i) localities in Burma wher double rates of travelling allowances or higher rates of local al owances are in for e, and (ii) places beyond the external boundaries of the districts of Hazara, [illegible]

Lower Subordinates of the [illegible] tier, and Sub-Overseers located in the Simla and Kulu hills also draw a horse allowance of Rs. 22-8 a month.

[illegible] receive a horse allowance [illegible] the Loralai District [illegible] Railway, draws a horse

Officers appointed in Europe.

. . . idia and outfit allowances (in . . . o Europe (on termination of . . . ch have been framed by . . .

NOTE.—[The rule regarding a Chief Justice or Judge of any of the High Courts is included in Statutory Rule No. 40 in Article 513]

1088. Officers appointed in Europe to the public service in India, are ordinarily allowed by the Secretary of State a free passage to India.

1089. *Cancelled.*

1090. A Chaplain who, during his period of probation, is declared by a Medical Board to be permanently incapacitated for further service in India is entitled on retirement to a free passage to his country, provided that he has not before retirement taken leave on medical certificate. A probationer removed from the service for misconduct of any kind, or who resigns his position for any cause other than certified ill-health, is not entitled to a return passage to his country, and is bound to refund the cost of his passage to India. The Local Government may, however, waive the claim to refund in cases not involving misconduct when satisfied that the circumstances justify this concession.

1091. An officer appointed to the Bengal Pilot Service is granted an Outfit Allowance of £20.

Journeys from Port.

1092. An officer who is appointed by the Secretary of State, while resident . . . is . . . he . . . to which he is posted.

1093. (*a*) If such an officer disembarks in India at any port other than the capital town of the Presidency to which he is attached, he is entitled to travelling allowance from such port to the first station to which he is posted, limited to the amount to which he would have been entitled under the preceding Article if he had disembarked at such capital town.

(*b*) But if an officer is directed by the Secretary of State to proceed to a particular port, he is entitled to travelling allowance from that port.

NOTE.—[For the purposes of the preceding Articles, an officer attached to any Province other than Bombay or Madras, is held to be attached to the Bengal Presidency]

Section II.—Journeys on Transfer.

1094. An officer is entitled to travelling allowance at the rates prescribed in Chapter LII for a journey on transfer from one station to another, if he is transferred for the public convenience, and not at his own request, or in consequence of misconduct, and if he is entitled to pay or salary during the time

occupied in such journey. Inferior servants should not be transferred save in exceptional cases in which there may be special reasons for a transfer.

Exceptions.—1 Police officers below the rank of Assistant Superintendent, transferred from one station to another in the same district, are not entitled to travelling allowance except for journeys by rail or steamer, but may be allowed the actual cost of conveyance of their necessary baggage In Burma such officers when so transferred are, however, allowed their actual expenses for journeys by boat on production of a certificate from the District Superintendent that this is the ordinary mode of travelling for persons of their class, and that the amount charged is reasonable

2 In the United Provinces, Tahsildars and Revenue and Judicial ministerial officers in [illegible]

1095. The officers mentioned in Article 1067 draw allowances under that Article for journeys on transfers between stations within the limits of the line to which they are attached. They are not, however, entitled to daily allowance for halts made in the course of the journey, unless such halts are made in connection with their duty

1096. The rules in Articles 1070 (*a*) (ii) and 1070 (*b*) for Survey officers apply also to journeys on transfer.

Transfer of Subordinates.

1097. (*a*) An officer of the classes specified below is, in case of transfer, [illegible] passage-money for each member of his [illegible] at the rates admissible for himself or at [illegible] e rules of the vessel, full or half passage-money is payable for such member —

(i) Departmental Officers and Warran Officers;
(ii) Non Commissioned Military Officers,
(iii) European Soldiers, and
(iv) Officers of the second or third class whose pay is less than Rs. 200.

(*b*) If, however, any member of the family of such an officer is pre- [illegible]

transfer or precedes him by a period not exceeding one month

NOTE.—[In the Military Works Department Chief Engineers of Commands exercise the powers of a Local Government under this Article]

1098. A non-gazetted officer, whose salary after transfer does not exceed Rs. 400 a month, is, if the transfer is to a station more than 200 miles distant

by the ordinary route, and is made for a period exceeding three months, entitled to travelling allowance as follows :—

(*a*) For a journey by steamer or railway, to the amount actually paid in fares for the officer himself, his family, and servants, subject to the following limits :—

(i) For himself and family—four full fares of the class of accommodation to which he is ordinarily entitled.

(ii) For servants—three full fares of the lowest class.

Also to the cost of carriage by cargo steamer or goods train of personal effects within the limits of the following scale :—

Salary of officer.	Weight of luggage.
Rupees 100 or less	5 Maunds.
More than Rs. 100, but not more than Rs. 200 .	8 „
More than Rs. 200	12 „

(*b*) For a journey by road, to the actual charges of locomotion for himself, his family, and three servants, up to a maximum of three times the rate of mileage to which he is ordinarily entitled ; and the cost of carriage of personal effects within the scale given in the preceding clause.

(*c*) If any member of the officer's family is prevented by good and sufficient cause from travelling with him, his or her journey may be charged for within these limits : Provided he or she follows the officer within six months of the date of his transfer or precedes him by a period not exceeding one month.

NOTE.—[Every officer proposing to draw travelling allowance under this Article shall,

1098 A. Jail warders and head warders who are not in superior service when transferred from one jail to another, and police constables when transferred from one district to another, are entitled to travelling allowance as follows, if they travel with their families :—

(1) By railway or steamer . .	Double fare of the lowest class.
(2) By road or boat . . .	Two annas a mile by road and one anna a mile by boat

(*i*).

Transfer not on Public Grounds, and for Misconduct.

1099. (*a*) When an officer is transferred otherwise than for the public convenience, a copy of the order of transfer shall be sent to the Audit Officer of the circle of audit in which he is serving, with an endorsement stating the reason of the transfer In the absence of such an endorsement the Audit Officer shall assume that the officer has been transferred for the public convenience.

(*b*) In the case of non-gazetted officers a certificate from the head of the office may be accepted in lieu of the copy of the order prescribed by clause (*a*).

1100. The authority competent to order the transfer may, if it thinks fit, by special order, permit an officer transferred for misconduct to draw travelling allowance

Transfers from the Army.

1101. A military officer joining an appointment in the Civil Department may draw travelling allowance subject to the conditions laid down in this Section.

1102. A Non-Commissioned officer of the Native Army, who elects at request for service in the Forest Department, under the rules in force in that department, is entitled to travelling allowance to join his appointment for the journey from his station to the head-quarters of the Forest division to which he is posted, even though the conditions laid down in this Section are not fulfilled.

Appointment changed in Transit.

1103. An officer whose appointment is changed while he is in transit from one appointment to ... old station to the place (o ... ling) at which he receives his further orders, and thence to his new station.

When Leave intervenes.

... the farthest place to which he has proceeded on the route to his new station.

1107—1109. *Cancelled.*

Section III.—Journeys to Hill Stations

1110. Special rules—not incorporated in these Regulations—are prescribed for officers and establishments moving with the head-quarters of a Government to and from a hill sanitarium.

1111. *Cancelled.*

1112. When an officer is permitted for his own convenience to conduct his duties at a hill station, neither he, nor any of the establishment which accompanies him, is entitled to travelling allowance for the journey to or from such station.

Part XI.

Accountant-General.

1113. An Accountant-General permitted by the Government of India

to
rat
the
cle
An
the
of,

No. 345.

Page 304. Article 1113.

Cancelled.

(8th Edition, No. 345, dated the 10th March 1914)

(ii) Special ...

(iii) Family Maintenance Allowance.

(iv) House-rent calculated according to the proportion which the period of residence of the Accountant-General's office establishment at the hill station bears to the whole period of the residence there of the Secretariat establishment of the Local Government.

Other officers.

1114. Officers other than those mentioned in the Hill Allowance Rules (*see Article 1110*), who require to go to a hill station on duty, are, under the ordinary rules, entitled to travelling allowance for the journey there and back and to daily allowances for the period of halt there on duty. But Local Governments and heads of departments have power to refuse, and should refuse, travelling allowance to an officer who visits a hill station on duty if he prolongs his visit beyond the period required for the performance of the duty.

NOTE.—[In applying the ordinary rules to halts at hill stations under this Article, the general exemptions from the rule laid down in Article 1056 made by Local Governments under that Article shall be held to be inapplicable.]

1115. An Audit officer should retrench the travelling allowance, for a journey to and from a hill station, of an officer who remains at the hill station for more than ten days, unless the head of the department or, where the officer is himself the head of a department, the Local Government officially intimates that the presence of the officer was required on duty throughout the period.

Section IV.—Journeys to attend Examinations.

1116. An officer is entitled to travelling allowance twice, but not more than twice, for each standard, for journeys to and fro, consequent on attendance at—

(1) an obligatory departmental examination,

(2) in the case of Military officers in civil employ, an examination for promotion in military rank,

(3) an examination held under any rules in force for a reward for passing in the vernacular language of any frontier or hill tribe, or

(4) in the case of officers in Burma, an elementary examination in Chinese.

NOTE.—[The Local Government may extend the provisions of this Article to any departmental examination, even though it be not obligatory.]

1117. If a candidate appears to have culpably neglected the duty of preparing himself for an obligatory departmental examination during the period available for the purpose, the Head of a Department may disallow the travelling allowance to which he would otherwise have been entitled under Article 1116.

1118. The Local Government may disallow travelling allowance to a candidate who fails to obtain a reward for passing in the language of a frontier or hill tribe, if such candidate does not attain to such reasonable standard as the Local Government prescribes.

1119. A civil officer or a military officer in civil employ who obtains a reward for proficiency in an Oriental language, or who for the first time obtains a Degree of Honour in any language in the Second Division, is entitled to travelling allowance to and from the place of examination.

1120. A Civil Assistant Surgeon or a Medical Subordinate is entitled to travelling allowance for a journey to attend an examination for promotion to a higher grade in his own service, and, if he passes the examination, for the return journey to his own station.

Page 305. Article 1121.

Substitute the following for this Article :—

1121. Save as provided in this Section, or by special order of the Government of India, an officer is not entitled to travelling allowance for a journey on proceeding on, rejoining from, or during leave of any kind; or on retirement or dismissal from the public service.

(5th Edition, No 118, dated 1-3-11.)

... by the Government of ... of great urgency where a previous reference to the Secretary of State may result in serious inconvenience.

... on Medical Certificate.

No. 270.

Page 305. Article 1122

No. 272.

Page 305. Article 1123.

Substitute the following :—

1123. A Military Hc
entitled, when proceeding
the same advantages in
with a regiment, but this
employ, when proceeding on or returning from leave to use the certificate in (Military) Form E, referred to in Article 1122.

(5th Edition, No 272, dated 1-5-12)

Article does not entitle a Military officer in civil employ, when proceeding on or returning from leave, to use the certificate in (Military) Form E, referred to in Article 1122.

1124. The provisions of the Military Transport Regulations applicable to Departmental Officers and Warrant Officers proceeding on or returning from leave *on medical certificate apply also to such officers in civil employ.*

1125. A Civil Hospital Assistant from another province serving in Burma is entitled to a free passage for himself and his family to his home, when proceeding on leave on medical certificate.

1126. Non-Commissioned officers and men of the Military Police companies at Dacca, Bhagalpur, Ranchi, and Hooghly, taking furlough, leave on private affairs or leave on medical certificates are entitled to free passage by river and rail to and from their homes.

Recall from leave.

1127. An officer recalled to duty before the expiry of leave, is entitled, if the return to duty is compulsory (see Article 199) and if the leave is curtailed by one month or more, to travelling allowance for the journey from the place at which the order of recall reaches him, or, if such place be out of India, to free passage to India, and travelling allowance from the port of debarkation, to the station to which he is recalled. If the amount of the leave curtailed is less than one month, the foregoing privileges may be given or withheld at the discretion of the authority recalling the officer, or of the Secretary of State, according as the leave is in or out of India.

1. The officer in charge of a Survey Party may grant at his discretion travelling allowance to Native Surveyors and Subordinates who are recalled to duty from recess leave before the expiry of that leave

Survey Subordinates.

1128. The Surveyor-General may grant such rail and steamer fares as he considers necessary, to and from place of recruitment, to khalasis and
70 other menials when proceeding on or returning from recess leave or on enlistment or discharge. He may also grant such travelling expenses as he considers necessary to Surveyors and other subordinates when proceeding on or rejoining from leave to their homes if the latter are situated in provinces other than those in which they are employed.

NOTE.—[In Eastern Bengal and Assam similar authority may be exercised by the Director of Land Records and the Superintendent of Provincial Surveys in regard to their respective subordinates]

Retirement of Subordinates in certain cases.

1129. The Superintendent of Port Blair and the Nicobars may grant to any subordinate employed there a free passage to India for himself and his family, on dismissal or retirement. He may also grant a free passage to India *to the family of any subordinate who may die while employed there.*

1130. The Government of Bombay may grant to any subordinate employed at Aden a free passage to India for himself and his family, on dismissal or retirement.

PART XI.

1131. Members of the Police Force in the United Provinces whose homes lie west of the Sutlej, may, on discharge or retirement from the service, if their pay was less than Rs. 20, be provided with a railway ticket to enable them to reach their homes, and may also be allowed subsistence allowance of two annas a day for a period not exceeding ten days: Provided that no policeman shall be entitled to these allowances if he has been discharged for disgraceful conduct or by sentence of a Criminal Court for an offence other than a breach of discipline.

Termination of Temporary Employment.

1132. A person employed for a temporary purpose, who has received travelling allowance for joining his appointment, may, on the termination of his employment, be allowed travelling allowance to the place at which he was engaged, provided the claim is preferred within three months of the termination of the temporary service, and the officer under whom the person was employed is satisfied that he intends to make the journey.

Section VI.—Other Occasions.

To give Evidence.

1133. An officer summoned to give evidence of facts which have come to his knowledge, or of matters with which he has had to deal, in his public capacity, either—

(*i*) in a criminal case (including a case before a Court Martial), or
(*ii*) in a civil case to which Government is a party, or
(*iii*) in a departmental enquiry held by a properly constituted authority,

may draw travelling allowance under the rules for journeys on tour:

Provided that (if he is not a police officer) he must obtain from the Court in cases (*i*) and (*ii*) any travelling or subsistence allowance to which he is entitled by the rules of the Court and must deduct the amount from the travelling allowance claimed.

NOTE 1.—[A police officer is granted no allowance by the Court, but is given a certificate of attendance.]

NOTE 2.—[An officer on leave summoned to give evidence of the kind contemplated in this Article is entitled to travelling allowance under this Article from and to the place from which he is summoned as if he were on duty.]

1134. (*a*) An officer summoned to give evidence under other circumstances is not entitled, by reason of his being an officer of Government, to any allowances, other than those admissible by the rules of the Court.

(*b*) But if the Court pays him any sum by way of subsistence allowance or compensation, apart from any allowance for travelling expenses, he must repay that amount to Government before drawing full pay for the day or days of absence.

PART XI

Substitute the following for this Article:—

1135. As an exception to Articles [illegible] and [illegible], [illegible] and [illegible]dars and Chaukidars of the rural police in the United Provinces summoned as witnesses in Criminal Courts, receive their expenses at the same rates as persons of their rank in life who are not Government servants.

(5th Edition, No. 183, dated [illegible])

temporary, where there is no Medical officer, to procure Medical advice, is, on production of a certificate from the Medical officer consulted that the journey was, in his opinion, absolutely necessary, entitled to travelling allowance for the journey to and from the nearest station where a Medical officer is located.

NOTE.—[This Article is applicable to cases where an officer is compelled to leave his headquarters to obtain the certificates referred to in Articles 828 and 833 But no travelling allowance is admissible for journeys undertaken with a view to obtaining the certificate referred to in Articles 829 and 831 or the countersignature referred to in Articles 833 and 834.]

1137. The permission of superior authority should be obtained beforehand where it is possible to obtain such permission without risk to the officer requiring advice. Controlling officers must take care that undue advantage is not taken of this privilege. If the absence of the invalid officer from his station be prolonged, he should be required to take leave on medical certificate.

1137A. A probationary chaplain, who is obliged to undertake a journey in order to procure from a Medical Board the health certificate required under Article 576, is entitled to travelling allowance for the journey.

1138. An officer applying for an invalid pension, who is required to leave his station to appear before a medical board, may, if the pension is applied for under the direction of the applicant's official superior on the ground of his incapacity for work and in the interest of the public service, be granted for the journey his actual expenses not exceeding the amount he would receive if travelling allowance were admissible. If it is necessary for the officer to return to his station after appearing before the Medical Board, he may be granted travelling [illegible] The bill should be supported by a certific[illegible] in the interest of the public service to ap[illegible] [illegible]at he did not voluntarily ask to retire.

The same concession may be granted, with the sanction of a Head of a Department or Commissioner of a Division, in cases in which application is made voluntarily, provided such authority is satisfied that the circumstances of the applicant are such as to justify it.

Officers under training.

1138A. A Local Government may at its discretion decide, in the case of an officer, including a student, not already in Government service, who is selected to undergo a course of training at any *school, college, or other* institution, whether any, and if so, what travelling allowance should be allowed for journeys to and [illegible] on joining or leaving such institution a[illegible] [illegible]f the period of training or on the occasion [illegible]

No. 218.

Page 309. Article 1139.

Insert the following as a note under this Article :—

NOTE.—[Local Governments exercising territorial jurisdict[illegible]
under this Article for journeys in [illegible] territorial jurisdict[illegible]
to an authority which [illegible]
possesses the powers o[illegible]
granted special rates b[illegible]
special rates shall not [illegible]
whose territories the [illegible]

(8th Edition, No 218.)

(ii) No mileage shall be increased so as to exceed one rupee.

(iii) The allowances admissible under Articles 1011 to 1015 and under Articles 1067 to 1069 and 1072 (*a*) for journeys by railway shall not be increased.

(iv) The Local Government may, if it thinks fit, except any officer or class of officers from the general rate of increase, and direct that either the ordinary rates, or a lower rate of increase, be granted to such officer or class of officers.

1140. In certain localities special rates of daily or mileage allowances or both, have been prescribed either generally or for particular classes of officers. A list of these special rates in the various provinces is given in the Local Manual of the Audit Officer concerned

Chapter LVI.—Special Rules for High Officers.

NOTE —[The rules in this Chapter relate to journeys on duty Rules on the subject of journeys by railway otherwise than on duty are contained in Appendix 30]

Viceroy, Governors, and Lieutenant-Governors.

1141. The Viceroy and Governor-General controls his own travelling expenses and those of his household, including the members of his personal Staff, with the exception of his Private and Military Secretaries

1142. A Governor or Lieutenant-Governor controls his own travelling expenses and those of his household, with the exception of the officers of his personal Staff. The Military Secretary and Aides-de-Camp to the Governor of Bombay receive their actual travelling expenses while on tour with His Excellency the Governor

1143. The travelling expenses of the Governors of Madras and Bombay and of their households, are paid out of the contract allowance for household charges.

1144. A Local Government (other than the Governments of Madras and Bombay) should report to the Government of India, in the Finance Department, any representations made with regard to its travelling expenses by the Accountant-General and any measures taken in consequence of such representations.

Indian Members of the Council of India.

1144A. A gentleman who is habitually resident in India at the time of receiving notice of his intended appointment to the Council of India, shall receive Rs. 4,500 as allowance for equipment and voyage.

Members of Viceroy's Council.

1145. An Ordinary Member of the Viceroy's Council, when travelling on duty by railway, is entitled to a reserved first class carriage for himself, and to third class accommodation for not more than ten personal servants. When travelling on duty by road or steamer he is entitled to charge to Government his personal *bonâ fide* travelling expenses, appending to his bill a certificate as follows :—

" I certify that I have actually paid the amount of this bill, and that it does not include any charge for the freight of any stores or goods, other than my personal luggage, or any charge for refreshments, hotels or staging bungalows."

NOTE.—[Further rules are contained in Appendix 30.]

1146. *Cancelled.*

Members of a Governor's Executive Council.

1147. Members of the Executive Councils of the Governors of Madras and Bombay, when travelling by railway, are entitled to a reserved first class carriage, to railway fares actually paid for four servants at lowest class rates, and to the freight of luggage not exceeding ten maunds.

When travelling by road or steamer they are entitled to charge to Government their personal *bonâ fide* travelling expenses, appending to their bills a certificate as follows :—

" I certify that I have actually paid the amount of this bill, and that it does not include any charge for the freight of any stores or goods, other than my personal luggage, or any charge for refreshments, hotels, or staging bungalows."

Members of the Imperial and Provincial Legislative Councils.

1148. Additional Members of the Imperial Legislative Council and all Additional Members or Members of the Provincial Legislative Councils, who are required to leave their official head-quarters or usual places of residence for the purpose of attending meetings of any such Councils or transacting business connected with their duties as Members of any such Councils, are entitled to travelling allowances in accordance with the following scale :—

(1) The travelling allowances admissible to an officer of the first class to and from the place at which the Council meets, or the business is to be transacted, and

(2) a daily allowance for each day of residence at the place where the Council is to meet or the business is to be transacted until the close of the Session or the completion of the business, at the rate—

(a) in the case of Additional Members of the Imperial Legislative Council, of Rs. 20 a day, and

(b) in the case of Additional Members or Members of the Provincial [illegible]

Rules of Procedure.

No. 158.

Page 312. Article 1160.

Substitute the following for clause (a) under this Article :—

(*a*) Chaplains—provided the bill is accompanied by the *order* authorisi the Chaplain to make the journey of (*a*) the Bishop or Commissary of t Diocese *in the* case of a Chaplain of the Church of England, and (*b*) th Presidency Senior Chaplain of the Church of Scotland in the case of Chaplain of the Church of Scotland.

(6th Edition, No. 159, dated 1-7-11)

(*a*) Chaplains—provided the ... Bishop or Commissary of the Diocese authorising the Chap... journey.

(*b*) Deputy Auditors General and Assistant Controller of Printing (Accounts)—provided that duplicate bills are at the same time forwarded to the Comptroller and Auditor General or to the Controller of Printing, Stationery and Stamps, as the case may be, for countersignature and transmission to the Comptroller, India Treasuries.

(*c*) Non-gazetted officers—provided that detailed countersigned bills are subsequently submitted to the Audit Officer for adjustment.

Controlling and Audit Officers' Duties.

1161. (*a*) It is the duty of the Controlling officer to scrutinise the necessity, frequency, and duration of journeys or halts for which travelling allowance (whether permanent or other) is claimed. The Controlling officer may disallow the whole or a portion of the travelling allowance claimable for any journey or halt, if he considers that the journey was unnecessary, or that it was not completed with due expedition, or that the halt was of excessive duration. He should also carefully scrutinise the distances entered in travelling allowance bills (especially in the case of journeys on tour), though they are also liable to examination by the Audit Officer, and should check any tendency to abuse the option of exchanging a daily rate for mileage under Article 1065.

(*b*) The Local Government may lay down any subsidiary rules that it thinks fit, for the guidance of a Controlling officer of any department.

1162. A Controlling officer (other than the Head of a Local Government or Administration, including the Commissioner in Sind) may not delegate the duty of countersignature to a subordinate.

1163. Countersignature does not dispense with the necessity for formal audit with reference to rates, distances, and general conditions. An Audit Officer will accept countersignature by the proper authority as final evidence that the facts of the journey on which the claim is founded are correct, and that the claim is admissible with reference to Article 1161 (*a*) and to any

departmental rules. It is the duty of the Controlling and not of the Audit Officer to enforce departmental rules.

PART XI.

REFERENCE TABLES.

ABBREVIATIONS USED IN THESE TABLES.

N, *Not in the 3rd edition.* Ex., *Exception.* r, *rule, or rules.* n., *note or notes.* O, *omitted* App., *Appendix.*

TABLE I—Showing where the rules of the 4th or 5th Edition are to be found in the 3rd Edition of the Civil Service Regulations.

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn	4th or 5th Edn.	3rd Edn	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.
1	1	29	16	56	71	84	101	109	128
2	2	29A*	N	57	72	84A*	N	110	129
3	3	29B*	N	58	73	85 & n. 1 & 2	103—105 & n.	111	130
4	5, 6, 7	30	36A	59	75	86	106	112	131
5	8	31	37	60	76, 241	87	107	113	132
6	9	32	38	61	77	88	108	114, 115	133, 134
7	10	33	39	62	78	89	109 & n.	116	135
8	11	34	40, 41, 99A	63	80	90	110 & n.	117	136
9	12 (a)	35	42	64	81	90 n.	114	118	137
10	13	35 (c) n.	N.	65	81A	91	111	119	138
11	14A	36	43	66	82	92	112	120	139
12	14B	37	45	67	83	93	113	121	140
13	15	38	47	68	84	94	115	122	141
14	15A	38 r. 5	N.	69	85	95	116	123	141A
15	17	39	48	70	87	96	117	124	142
16	18	40	49	71	88	97	118	125†	142A
17	19	41	50	72	89	98	119	126	142B
18	20	42	52	73	90	99†	120	127	143
19	21	43	53	74	91	100†	121	128	144
20	22	44	54	75	92	101†	122	129	145
21	25	45	56	76	93	102†	123	130	146
22	26	46	58	77	94	103†	123A	131	146A
23	29	47	58A	77A	N	104	124	132	147
24	30	48	59	78	95	105	125	133 (a)	148, 169
25	31	49	60 to 62	78A*	N	106	126	133 (b)	N
26	32	50		79	96	107	127	134†	149
27	33	51	63	80	97	108 (a)	127—I, 295 n.	135	150
28	34	52	64	81	98	108 (b	131		151
		53	67	82	99				
		54	68	83	100				
		55	69						

*New Articles in the 5th Edition
†4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.
137	152	170	188	199	223	229 n	261 (*b*)	261	293
138	154	171	189	200†	225	230	262	262†	294
139	154A	172	190	201	227 n (2)	231	263	262 n.	N.
139A	N	173	191	201 n.	227	232	264	263	295
140	155	174	192	202	228	233 (i) (ii) (iv) & (v)	264A (i) to (iv)	264	296
141	156	175	193	203	229	233 (iii) & n	N.	265	298
142	157 & n. 2	176	194	203A	N	234	265	266	299
143	157A	177	195	204	230, 231 (*a*)	235	266	267	300
144	158	178	196	205 (*a*)	232	236	267	268	301
145†	159	179	70	205 (*b*)	234	237	268	269	303
146†	160	180 (*a*) (i) & (*b*)	197, 200	206	235	237 (*c*) n	250	270	304
147	161	180 (*a*) (ii)	198	207	235A	238	269	271	306
148	162	180 (*a*) (iii)	199	208	236	239	270	272	307
149	163	180 (*c*)	198A	209	239	240	271	273	308
150	164	181	201	210	292	241	272	274	309
151	165	182	202	211	210	242	273	275	310
152	166	183	203	212	219	243	274	276	311
153	167	184	204	213	361, 365	244	275	277	311A
154	167A	185	205	214	242 & n.	245	276A	278	311B
155	168	186	206	215 n 1	243	246	277	279	312
156	170, 172	187	207	215 n 2	243 n	247	278	280	313
157	171	188	208	216	245	248	279	281	314
157A	N	188 n	N.	217	244, 246	249	280	282	315
157B	N	189	209	218	247	250	281	283	315A.
158	173	190	210	219	248	251	282	284	316
159	174	191	211, 212	220	251	252	283	285	317
160	175	192	213, 214	221	252, 66	253	284	286	319
160A	N	193	215	221A	N	254	285	287	320
160B*	N	193 (*b*) n.	N.	222	258	255	286	288 & n	321 & (2)
161	176	194	216	223	256	256	287	289	322
162	177	195	218	224	257	257	288	290	323
163	178	196	219	225	257A	258	289	291	324
164	179	197	220	226	258	259	290	292	325
165	180	198	222	227	259	260	291	293	326
166	181			228	260				
167	182			229	261 (*a*)				
167 n	N								
168	184								
168 n.	185, 187								
169	186								

* New Articles in the 5th Edition.
† 4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn.	3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3 d Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn.
284	327	324	355	359	391	393	431	426	468
2951	328	325	356 (*a*)	360	392	394	432	427	469
296	329	326	356(*b*)396	361	393	395	433	428	470
297	330	327	35	362	394	396	434	429	471
298	333	328	358&r 1	363	395	397†	435	430	472
299	334	329	358 A	364	396	398	436	431	473
300 (*a*)	335 (*b*)	330	362	365	398	399	437	432	474
300 (*b*)	335 (*c*)	331	363	365 n	400	400	438	433	475
301	336	332	366	366	399	401	439	434	476
302	337	333	366 A	367	402 (*a*) (*b*)&(*e*)	402	440	435	477
303	338	334	367	368	403	403	441	436	478
304 (*a*)	339 (*a*) (1) & (*b*)	335	368	369	404	404	441 A	437	480
304 (*b*)	339 (*c*)	336	369	370	405	405†	443	438	481
305	339 A	337	370	371	406	406†	444	439	482
306	339 B	338	371	372	407	407	445	440	483
307	339 C	339	372	373	408	408	446	441	485
308	340	340	373	374	409	409	447	442	486
309	341	341	374	375	409 A	409 n.	N	443	487
310	342	342	374 A	376	410	410	448	444	488
311	343	343	375	377	411	411 (*a*) to (*c*)	449	445	489
312	344	344	376	378	412	411 (*d*) & (*e*)	N.	446	490
313	345	345	377	379	413	412	452	447	491
314	346	346	378	380	414	413	454	448	492
315	347	347	379	381	415	414	455,456	449	493
316	348	348 348A*	380 N	382	416	415†	457	450	494
317	349	349	381	383	417	416	458	451	495
318 (*a*)	350 (*a*) & (*b*)	350	382	384	419	417	459	452	496
318 (*b*)	350 (*c*)	351	383	385	420	418	460	453	497
319	351	352	384	386	421	419	461	454	498
320	351 A	353	385	387	442	420	463	455	499
321 (*a*)	352	354	386	388	426	421	464	456	500
321 (*b*)	352 A	355	387	389	427	422	465	457	501
321 r 1 & 2	360,360A	356	388	390	425	423 423A	465 A	458	502
322	353	357	389	391	429	424	466	459 (1) & n. 1 & 2	503 (*a*) & r. 1 & n.
323	354	358	390	392	430	425	467		

* New Articles in the 5th Edition.
† 4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn	3rd Edn.	4th or 5th Edn	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.
459 (b)	503 (c)	492	536	517	572	552	611	583	617
460	504	493	537	518†	573	553	612	584	618
461	505	494 (1)	538	519	574	554	613	585 (a)	649 (a)
462†	506	494 (2)	539	520	575	554 1 & 2	609 r. 2 & 3	585 (a) n.	650 N.
463	507	494 (3)	540	521	576	555	614	585 (b) & (c)	649 (b) & (c)
464	508	494 (4)	541	522	577	556	615	586	649A
465	509	495	542	523	578	557	616 (a)	587	651
466†	510	496	543	524†	579	557 n.	616 (b)	588	652
467	511	497†	544	525	581	558	617	589	653
468	512	498	545	526	582	559	618	590	654
469	513	499	546	527	583	560	619	591	655
470	514	500	548	528	584	561	620	592	656
471	515	501 (a) & r. 1	549 (a) r. 1	529	587	562	621	593	656A
471 n.	N	501 (b)	549 (d)	530	587 A	563	622	594	657 & Ex.
472	516	501 (c)	549 (f)	531	588	564	623	595	658
473	517	501 (d)	549 (g)	532	589	564A	N	596	659
474	518	501 (e)	N.	533	590	565	624	597	659 A
475	519	501 n.	550	534	591	566	625—627	598	660
476	520	502	551	535	592	567	632	599	661
477	520 A	502 n.	N	536	593	568	633	599A	N
478	521	503	552	537	594	569	633 A	600	663
479	522	504	553	538	595	570	634	601	664
480	523	505	554	539	596	571	635	601 n.	663 n
481	524	506	555	540	597	572 (a)	636 (a) & (b)	602	665
482	526	507	556	541	598	572 (b)	636 (c)	603	666
483	527	508	557	542†	599	573 (a)	637 (a) & (b)	604	669, 670
484	529	509	558	543	600	573 (b)	637 (c)	605	671
484 Ex.	N.	509A*	N	544	601	574	638	606	672
485	529 A	510	561	545	602	575	639	607	673
486	530	510A*	N	546	603	576	640	608	674
487	531	511	565	547	604	577†	641	609	675
488	532	512	566	548	605	578†	642	610	676
489	533	512 n.	567	549	607	579†	643	611	677
490	534	513†	568	550	608	580	644	612	679
491	535	514	569	551	610	581	645	612 Ex.	680
		515	570			582	646 (i)	613	681 12 n.
		516	571						

* New Articles in the 5th Edition.
† 5th Edition Articles, extended in the 5th Edition.

Reference to	
4th or 5th Edn	3rd Edn.
614	682
615	683
616	684
617	685
618	686
619	687
620	689
621	689A
622	689B
623	689C
624	689D
625†	689E
626	689F
627	690
628	691
629	6 2
630	693
631	694
632	695
633	696
634	697
635	703
636	704
637	705
638	706
639	707
640	711(*a*)
641	712
642	714
643	714A
644	715
645	716
646	717
647	718
648	718A

Reference to	
4th or 5th Edn	3rd Edn
649	719
650	720
651	721
652	722
653	723
654	724
655	725
656	726
657	727
658	727A
659	728
660	729
661	730
662	731
663	732
664	733
665	733A
666	734
667	735
668	735A—740A
669	740B
670	741
671	742
671 n	744A
672	743
673	744
674	746A
675	745
676	746
677	747
678	748
679	749
680	750
681	751
682	751A

Reference to	
4th or 5th Edn	3rd Edn
683	752
684	753
685	754
686	756
687	757
688	758
689	759
690	760
691	761
692	762
693	763
694(*a*)	764
694(*b*)	765,773
695	769A
696	766
697	767
698	768
699	771
700	772
701	774
702	775
702A	N
703	775A
704	775B(*a*) (*b*) & (*d*)
705	775C(*a*) (*b*) & (*c*)
706	775C(*d*)
707	775(*f*)
708	} 775 D
709	} 775 D
710	N.
711(*a*)	775B(*c*), 775C(*e*) 775D
711(*b*)	N.
712	775E
713	775F
714	775G, 775 H

Reference to	
4th or 5th Edn	3rd Edn
715	775G(I) 775H(II)
716	775G(II) 775H (III)
717	775G(II) 775H (I.I.)
717 n 2	N
718	775G (I) 775H (III)
719	775G (III) 775H (IV)
720	775G (IV) 775H (V).
721	775G (IX)
722	775G (I—(III) 775H (II)—V)
723	775H(I)
723 n.	N.
724	775G(V) 775H (VI)
725	775H (VI)
726	775G (VI)—(VIII)
727	775H (VII)
728	776
729	777
730	778
731	779
732	780A
733	780B
734	781
735	782
736	784
737	785
738	786
739	87
740	789

Reference to	
4th or 5th Edn	3rd Edn.
740 n.	783. 791(*d*) n.
741	790
742	791
743	787A
744	788
745	792-794
746	797
747	798
748	800
749	801
750	802
751	803
752 †	804
753	806
753A	N.
754	808
755	809
756	810
757	811
757A	N.
758	812
759	813
760	814
761(*a*) & n.	815(*a*) & (*b*)
761(*b*)	815(*c*)
762	816
763	817(*e*) to (*m*)
764	819
765	820
766	821
767	822
768	823
769	825
770	826
771	827
772	828

† 4th Edition Articles, cancelled in the 5th Edition

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edr.
927	1010	960	1042	992	1083	1023	1116	1055Ex.	1158
928	1011	961	1044	993	1084	1024	1117	1056	1159
929	1012	962	1047	994	1085	1025	1118	1056 n.	1161
930	1013	963	1048	995	1086, 1087	1026	1119	1056 r.1	1163
931	1014	964	1049	996	1088, 1089	1027†	1119A	1057	1159
932	1014A	965	1050	997	1090	1028	1120	1058	1160, 1162
933	1015	966	1051, 1052	998	1091	1029	1121	1059	1164
934	1015A	967	1053	999	1092	1030	1122, 1123	1060	1165
935	1016	968	1054	1000	1093, 1095	1031	1124	1061	1166
936	1017	969	1055	1001	1094	1032	1125	1062	1166A
937	1018	970	1056	1002	1096	1033	1126	1063	1167
938	1019	971	1057	1003	1097	1034	1127	1063Ex.	1168
939	1020	972	1058	1004	1097A	1035	1128	1064	1169
940	1021	973	1059	1005	1098	1036	1129, 1130A	1065	1170
941	1022 1023	974	1063	1006	1099	1037	1131	1066	1170A
942	1024	975	1064	1007	1100	1038	1132	1067	1171
943	1025	976	1065	1008	1101	1039	1133	1068	1172
944	1026	977	1066	1009	1102	1040	1134	1069	1173
945	1027	978	1067	1010	1103	1041	1135	1070	1174
946	1028	979	1068	1011	1105	1042	1141	1071	1175
947	1029	980	1069	1011Ex.	1106	1043†	1142	1072	1176
948	1030	981	1070	1012	1107	1044	1145	1073	1177
949	1031	982	1071	1013	1107A	1044Ex	1146	1074	1178
950	1032	983	1072	1014	1108	1045	1147	1075	1181
951	1033	984	1073	1015	1109	1046	1148	1076	1179
952	1034	985	1074	1016	1110	1047	1149	1076Ex	3000 n. 1180
953	1035	986	1075	1017	1111	1048	1150	1077	1183
954	1036	987	1076	1018	1112	1049	1151	1078	1184
955	1037	988	1077	1019	N.	1050	1152	1079	1184A
956	1038	989	1078 (a)	1020	1113	1051	1153	1080	1185
957 & n 1	1039&n	990	1079 1080	1021	1114	1052	1154	1081	1186
957 n. 2	N.	991	1081 1082	1022	1115	1053	1155	1082	1187—1189A
958	1040					1054	1156	1083	1190
959	1041					1055	1157	1083Ex.	1191

† 4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
4th or 5th Edn.	3rd Edn.	4th or 5th Edn	3rd Edn.	4th or 5th Edn.	3rd Edn	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.
1084	1192	1099	1206	1116	1226	1132	1243	1148	1283
1085	1193	1100	1207	1116 n.	1227	1133	1244	1149	1284
1086	1194	1101	1210	1117	1228	1134	1245	1150†	1285
1087	1195	1102	1211	1118	1229	1135	1246	1151†	1286
1088	1196	1103	1212	1119	1230	1136	1247, 1249	1152†	1286A
1089†	1197	1104	1213	1120	1231	1137	1248, 1250A	1153†	1286B
1090	1197A	1105	1214	1121	1232	1137A	N	1154†	1286C
1091	1198	1106	1215	1121A	N	1138	1250A	1155†	1286D
1092	1200	1107†	1216	1122	1233	1138A	N	1156†	1286E
1093	1201	1108†	1217	1123	1234	1139	1251	1157†	1286F
1093 n.	1202	1109†	1218	1124	1235	1140	1252	1158	1286G
1094	1203	1110	1219	1125	1236	1141	1274	1159	1287, 1288
1094 Ex.	1208, 1209	1111†	1220	1126	1236A	1142	1275	1160	1289
1095	1203A	1112	1221	1127	1238	1143	1276	1161	1290
1096	1204A	1113	1222, 1223	1128	1239	1144	1277	1162	1291
1097	1204	1114	1224	1129	1240	1144A	N	1163	1292
1098	1205	1115	1225	1130	1241	1145	1280, 1281		
1098A	N			1131	1242	1146†	1282		
						1147	N.		

† 4th Edition Articles, cancelled in the 5th Edition

TABLE II—Shewing where the rules of the 3rd Edition are to be found in the 4th or 5th Edition of the Civil Service Regulations.

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.
1	1	22	20	52	42	81A	65	113	93
2	2	23	App 4.	53 & n. & Example	43 & n.	82	66	114	90 n
3	3	24	0	54	44	83	67	115	94
5	4	25	21	55	0	84	68	116	95
6 (a)	4	26	22	56	45	86	69	117	96
6 (b)	4 n 1	27	0	57	0	87	70	118	97 & 4 App.
6 (b) n.	0	29	23	57A	0	88	71	119	98
6 (c)	4	30	24	58	46	89	72	120	99†
7 (a)	4	31	25	58A	47	90	73	121	100†
7 (a) n 1 & 2	4 n. 2	31A	0	59	48	91	74	122	101†
7 (b)	0	32	26	60—62	49, 50	92	75	123	102†
7 (c)	0	33	27	63	51	92 n.	0	123 A	103†
8	5	34	28	64	52	93	76	124	104
9	6	35	0	65	0	93(iii)n	0	125	105
10	7	36	0	67	53	94	77	126	106
11	8	36A	30	68	54	95	78	127	107
11 (iv) n	0	37	31	69	55	96	79	127-I	108 (a)
12 (a)	9	38	32	70	179	97	80	128	109
12 (b)	0	39	33	71	56	98	81	129	110
13	10	40, 41	34 & App 1	72	57	99	82	130	111
14	0	42	35	73	58	99A	App. 1	131	112, 108 (b)
14A	11	43	36	75	59	100	83	132	113
14B	12	45	37	76	60	101	84	133	114, 115
15	13	46	0	77	61	103—105	85	133 n.	0
15A	14	47	38	78	62	106	86	134 (a) & n. 2	115 (a)
16	29	48 & examples 1 & 2 & r 1.	39 & r. 1-3	79	811, 812	107	87	134 (a) n. 1 & (b)	115 (a) n. & (b)
17	15	49	40	80 & n 1 & 3.	63 & n. 1 & 2	108	88	135	116
18	16	50	41	80 n 2	0	109 & n.	89	136	117
19	17	51	0	81	64	110 & n	90	137	118
20	18					111	91		
21	19					112	92		

† 4th Edition Articles, cancelled in the 5th Edition

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.
138	119	166	152	198	180 (a) (ii)	232	205(a)	264	232
139	120	167	153	198 A	180 (c)	233	0	264A	233
140	121	167 n	0	199	180 (a) (iii)	234	205(b)	265	234
141	122	167A	154	200	180 (a) (i)	235	206	266	235
141A	123	168	155	201	181	235A	207	267	236
142	124	169	133(a)	202	182	236	208	268	237
142A	125†	170	156	203	183	237	0	269	238
142B	126	171	157	204	184	238	0	270	239
143	127	172	156	205	185	239	209	271	240
144	128	173	158	206	186	240	211	272	241
145	129	174	159	207	187	241	60	273	242
146	130	175	160	208	188	242 & n.	214	274	243
146A	131	176	161	209	189	243	215 & n. 1	275	244
147	132	177	162	210	190	243 n.	215 n. 2	276A	245
148	133(a)	178	163 & App. 6.	211, 212	191	244	217	277	246
149	134†	179	164	213, 214	192	245	216	278	247
150	135	180	165	215	193	246	217	279	248
151	136	181	166	216	194	247	218	280	249
152	137	182	167	217	0	248	219	281	250
154	138	183	0	218	195	249	212	282	251
154A	139	184	168	219	196	250	237(c) n.	283	252
155	140	185	168 n	220	197	251	220	284	253
156	141	186	169	222	198	252	221	285	254
157	142	187	168 n.	223	199	253	222	286	255
157n.(1)	0	188	170	225	200†	256	223	287	256
157A	143	189	171	227	201 n	257	224	288	257
158	144	190	172	227 n. 1	0	257A	225	289	258
159	145†	191	173	227 n. 2	201	258	226	290	259
160	146†	192	174	228	202	259	227	291	260
161	147	193	175	229	203	260	228	292	210[7]
162	148	194	176	230	204	261 (a)	229	293	261
163	149	195	177	230 (a) (b) & (c)	0	261 (b)	229 n.	294	262†
164	150	196	178	231 (a)	204	262	230	295	263
165	151	197	160 (a) (i) & (b)	231 (b)	0	263	231	295 n.	108 (a)
								296	264

† 4th Edition Arts. [illegible], cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn
298	265	328	295	351A	320	381	349	415	381
299	266	329	296	352	321 (a)	382	350	416	382
300	267	330	297	352A	321 (b)	383	351	417	383
300 n	1076 Ex	333	298	353	322	384	352	419	384
301	268	334	299	354	323	385	353	420	385
302	0	335 (a)	0	355	324	386	354	421	386
303	269	335 (b)	300 (a)	356 (a)	325	387	355	422	387
304	270	335 (c)	300 (b)	356 (b)	326	388	356	423	0
305	0	336	301	357	327	389	357	425	0
306	271	337	302	358 & r 1	328	390	358	426	388
307	272	338	303	358A	329	391	359	427	389
308	273	339 (a) (i) & (b)	304 (a)	360	321 r. 1	392	360	428	390
309	274	339 (a) (ii)	0	360A	321 r. 2	392 n.	0	429	391
310	275	339 (c)	304 (b)	362	330	393	361	430	392
311	276	339A	305	362 (a) r. 1	0	394	362	430 r. 2	0
311A	277	339B	306	363	331	395	363	431	393
311B	278	339C	307	364,365	213	396	364	432	394
312	279	340	308	366	332	398	365	433	395
313	280	340 (b) (ii) n.	0	366A	333	399	366	434	396
314	281	341	309	367	334	400	365 n.	435	397
315	282	342	310	368	335	402 (a) (b) & (c)	367	436	398
315A	283	343	311	369	336	402 (c) & (d)	0	437	399
316	284	344	312	370	337	403	368	438	400
317	285	345	313	371	338	404	369	439	401
318	0	346	314	371 r. 2	0	405	370	440	402
319	286	346 n	0	372	339	406	371	441	403
320	287	347	315	373	340	407	372	441 A	404
321 & n (2)	288 & n.	348	316	374	341	408	373	443	405†
321 n. (1)	0	348 n.	0	374A	342	409	374	444	406†
322	289	349	317	375	343	409A	375	445	407
323	290	350 (a) & (b)	318 (a)	376	344	410	376	446	408
324	291	350 (b) r. 1	0	377	345	411	377	447	409
325	292	350 (c)	318 (b)	378	346	412	378	448	410
326	293	351	319	379	347	413	379†	449	411 (a) to (c)
327	294			380	348	414	380	452	412

†4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.
453	0	458	444	518	474	549 (a) r. 2 & 3	0	585,586	0
454	413	489	445	519	475	549 (b) (c) & (e)	0	587	529
455,456	414	490	446	520	476	549 (d) (f) & (g)	501 (b) (c) & (d)	587A	530
457	415†	491	447	520A	477	550	501	588	531
458	416	492	448	521	478	551	502	589	532
459	417	493	449	522	479	552	503	590	533
460	418	494	450	523	480	553	504	591	534
461	419	495	451	524	481	554	505	592	535
462	0	496	452	525	482	555	506	593	536
463	420	497	453	526	0	556	507	594	537
464	421	498	454	527	483	557	508	595	538
465	422	499	455	528	0	558	509	596	539
465A	423	500	456	529	484	559	0	597	540
466	424	501	457	529A	485	564	510	598	541
467	425	502	458	530	486	565	511	599	542†
468	426	503 (a) & r. 1 & 2.	459 (a) n. 1 & 2.	531	487	566	512	600	543
469	427	501 (b)	0	532	488	567	512 n.	601	544
470	428	503 (c)	459	533	489	568	513†	602	545
471	429	504	460	534	490	569	514	603	546
472	430	505	461	535	491	570	515	603 n	0
473	431	506	462†	536	492	571	516	604	547
474	432	507	463	537	493	572	517	605	548
475	433	508	464	538	494 (1)	573	518	607	549
476	434	509	465	539	494 (2)	574	519	608	550
477	435	510	466†	540	494 (3)	575	520	609 & r. 1	0
478	436	511	467	541	494 (4)	576	521	609 r. 2 & 3	554 r. 1 & 2
478 n. 1	0	512	468	542	495	577	522	610	551
479	0	513	469	543	496	578	523	611	552
480	437	513* n.	0	544	497†	579	524†	612	553
481	438	514	470	545	498	581	525	613	554
482	439	514 n.	0	546	499	582	526	614	555
483	440	515	471	547	0	583	527	615	556
485	441	516	472	548	500	584	528	616	557A n
486	442	517	473	549 (a) & r. 1	501 (a) & r. 1			617	558
487	443								

† ... Articles cancelled in the 5th Ed'n.

Reference to 3rd Edn.	Reference to 4th or 5th Edn.
618	559
619	560
620	561
621	562
622	563
623	564
624	565
625—627	566
628	567
633	568
633 n.	0
633A	569
634	570
635	571
636 (a) & (b)	572(a)
636 (c)	572 (b)
637 (a) & (b)	573 (a)
637 (c)	573 (b)
638	574
639	575
640	576
641	577†
642	578†
643	579†
644	580
645	581
646 (i)	582
646 (ii)	0
647	583
648	584
649	585
649A	586
650	585(a)

Reference to 3rd Edn.	Reference to 4th or 5th Edn.
651	587
652	588
653	589
654	590
655	591
656	592
656A	593
657A Ex.	594
658	595
659	596
659A	597
660	598
661	599
663	600
663 n.	601 n
664	601
665	602
666	603
669, 670	604
671	605
672	606
673	607
674	608
675	609
676	610
677	611
678	0
679	612
679 (a) n. 1	0
680	612 Ex
681	613
682	614
683	615
684	616

Reference to 3rd Edn.	Reference to 4th or 5th Edn.
685	617
686	618†
687	619
687(d) n. 1	0
688	0
689	620
689A	621
689B	622
689C	623
689D	624
689E	625†
689F	626
690	627
691	628
692	629
693	630
694	631
695	632
696	633
697	634
698-702	0
703	635
703 n. 2	0
704	636
705	637
706	638
707	639
708-710	0
711(a)	640
711(b)	0
712	641
713	0
714	642
714A	643
715	644

Reference to 3rd Edn.	Reference to 4th or 5th Edn.
716	645
717	646
718	647
718 n. 1	0
718A	648
719	649
720	650
721	651
722	652
723	653
724	654
725	655
726	656
727	657
727A	658
728	659
728(a)Ex.	0
729	660
730	661
731	662
732	663
733	664
733A	665
734	666
735	667
735A to 740A	668 & Ex
740B	669
741	670
742	
743	672
744	673
744A	671 n.
745	675
746	

Reference to 3rd Edn.	Reference to 4th or 5th Edn.
746A	674
747	677
748	678
749	679
750	680
751	681
751A	682
752	683
753	684
754	685
755	0
756	686
757	687
758	688
759	689
760	690
761	691
762	692
763	693
764	694(a)
765	694(b)
766	696
767	697
768	698
769	0
769A	695
770	0
771	699
772	700
773	694(b)
774	701
775	702
775A	703
775B	704 & 711 (a)

† 4th Edition Articles, cancelled in the 5th Edition

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn.	4th or 5th Edn	3rd Edn.	4th or 5th Edn	3rd Edn.	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.
775C	705-707 & 711(*a*)	786	738	820	765	853	794	888	824
775D	708,709 & 711(*a*)	787	739	821	766	854	795	889	825
775E	712	787A	743	822	767	855	794	891	826
775F	713	788	744	823	768	857	796	892	827
775G	714	789	740	824	0	858	797	893	828
775G(1)	715,722	790	741	825	769	859	798	894	829
775G(II)	716-718 & 722	791	742	826	770	860	799	895	830
775G(III)	719,722	791(4) n.	740 n	827	771	861	800	896	326
775G(IV)	720	792—794	745	828	772	862	801	897	831
775G(V)	724	795	0	829	773	862 (iii)	0	898	0
775G(VI)—(VIII)	726	796	0	830	774	863	802	899	832
775G(IX)	721	797	746	831	775	864	803	900	836
775 H	714	798	747	832	776	865	805	901	837
775 H(I)	723	799	Form 22	833	777	866	806	902	838
775H(II)	715,722	800	748	834	778	867	807	903	833
775H(III)	716,718 & 722	801	749	835	779	868	808	904	834
775H(IV)	719,722	802	750	836	780	868 n.	0	905	835
775H(V)	720	803	751	837	781	869	809	906	838
775H(VI)	724,725	804	752†	838	782	870	810	907	0
775H (VII)	727	805	0	839	783	871	811	908	839
776	728	806	753	840	784	872	813	909	840
777	729	808	754	841	785	873	814	910 (*a*)	841(*a*)
778	730	809	755	841Ex.(1)	0	874	815(*a*) & r 1 & 2	910 (*b*)	841(*c*)
779	731	810	756	842	786	875	815(*b*) & (*c*)	910 (*c*)	841(*d*)
780	0	811	757	843	787	876	816	911	842
780A	732	812	758	844	788	877	817	912	843
780B	733	813	759	844 n.	0	878-880	Form 23	913	844†
781	734	814	760	845	789	881	818	914	845†
782	735	815(a) & (*b*)	761 (*a*) & n	846	790	882	819	915	841(*b*) & (*c*)
783	740 n.	815(*c*)	761 (*b*)	847	791	883	820	917	0
784	736	816	762	848	0	884	821	918	846
785	737	817 (*a*) to (*d*)	0	849 & (1) & (4)	0	885 (*a*) & (*b*)	822(*a*)	919	847
		817 (*e*) to (*m*)	763	849 (2) & (3) & n	804	885 (*c*)	823 (*b*)	920	848
		818	0	849A	792	886,887	823	921	849
		819	764	852	793			922	850

† 4th Edition Articles, cancelled in the 5th Edition.

Reference to		Reference to		Reference to		Reference to		Reference to	
3rd Edn.	4th or 5th Edn.	3rd Edn	4th or 5th Edn	3rd Edn	4th or 5th Edn.	3rd Edn.	4th or 5th Edn	3rd Edn	4th or 5th Edn.
923	851	953	876	989A	909	1024	942	1064	975
924	852	954	877	990	910	1025	943	1065	976
925	853	955	878	991	911	1026	944	1066	977
926	0	956	879	992	912	1027	945	1067	978
927	854	957	878	993	913	1028	946	1068	979
929	855	958	880	994	914	1029	947	1069	980
930 (a) to (c)	856	959	881	995	915	1030	948	1070	981
930 (d)	855 (a)	960	882	996	916	1031	949	1071	982
931 (a) (c) & (d)	857	961	883	997	917	1032	950	1072	983
931 (b)	855 (b)	962	884	998	918	1033	951	1073	984
932	858	963	885	999	919†	1034	952	1074	985
933	859	964	886	1000	920†	1035	953	1075	986
934	860	965	887	1001	921 &† r. I	1036	954	1076	987
935 (a) to (d)	861 (a)	965A	873	1002	921 n (5)&(6)	1037	955	1077	988
935 (e)	861 (b)	966	888	1003	922	1038	956	1078(a)	989
936	862	967	889	1004	923	1039&n	957 & n. I	1078(b)	Form 30
937	863	968	890	1005	924	1040	958	1079-1080	990
938	864	969	891	1009	925	1041	959	1081-1082	991
939	864 n.	972	892	1009A	926	1042	960	1083	992
940	865	973	893	1010	927	1043	0	1084	993
941	866	974	894	1011	928	1044	961	1085	994
942	867	975	895	1012	929	1047	962	1086, 1087	995
943	870 & Form 9	976	896	1013	930	1048	963	1088	996
944	870(b)n	977	897	1014	931	1049	964	1089	996(b)
945	868	979	898	1014A	932	1050	965	1090	997
946	868 r. 1	980	899	1015	933	1051-1052	966	1091	998
947	0	981	900	1015A	934	1053	967	1092	999
948	869	982	901	1016	935	1054	968	1093	1000
949	871 & Form 10	983	902	1017	936	1055	969	1094	1001
950	872	984	903	1018	937	1056	970	1095	1000
950 A	873 & Form 11	985	904	1019	938	1057	971	1096	1002
951	874	986	905	1020	939	1058	972	1097	1003
952	875	987	906	1021	940	1059	973	1097A	1004
		988	907	1022, 1023	941	1062	0	1098	1005
		989	908			1063	974	1099	1006

† 4th Edition Articles, cancelled in the 5th Edition.

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3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.	3rd Edn.	4th or 5th Edn.
1100	1007	1132	1038	1167	1063	1198	1091	1232	1121
1101	1008	1133	1039	1168	1063 Ex & App. 25	1200	1092	1233	1122
1102	1009	1134	1040	1169	1064	1201	1093	1234	1123
1103	1010	1135	1041	1170	1065	1202	1093 n.	1235	1124
1104	Chap LII, n.	1136 to 1140	0	1170A	1066	1203	1094	1236	1125
1105	1011	1141	1042	1171	1067	1203A	1095	1236A	1126
1106	1011Ex.	1142	1043†	1172	1068	1204	1097	1237	"0"
1107	1012	1143, 1144	0	1173	1069	1204A	1096	1238	1127
1107A	1013	1145	1044	1174	1070	1205	1098	1239	1128
1108	1014	1146	1044Ex.	1175	1071	1206	1099	1240	1129
1109	1015	1147	1045	1176	1072	1207	1100	1241	1130
1110	1016	1148	1046	1177	1073	1208, 1209	1094Ex.	1242	1131
1111	1017	1149	1047	1178	1074	1210	1101	1243	1132
1112	1018	1150	1048	1179	1076	1211	1102	1244	1133
1112A	1019	1151	1049	1180	1076Ex.	1212	1103	1245	1134
1113	1020	1152	1050	1181	1075	1213	1104	1246	1135
1114	1021	1153	1051	1182	App. 26	1214	1105	1247	1136
1115	1022	1154	1052	1183	1077	1215	1106	1248	1137
1116	1023	1155	1053	1184	1078	1216	1107†	1249	1136
1117	1024	1156	1054	1184A	1079	1217	1108†	1250	1137
1118	1025	1157	1055	1185	1080	1218	1109†	1250A	1138
1119	1026	1158	1055Ex	1186	1081	1219	1110	1251	1139
1119A	1027†	1159	1056	1187 to 1189A	1082 & App. 27	1220	1111†	1252	1140
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